DOCUMENT RESUME

ED 070 488 LI 004 040

TITLE	Five-Year Program for Public Library Development with LSCA Funds 1973-1977.
INSTITUTION	New Jersey State Library, Trenton. Library Development Bureau.
PUB DATE	May 72
NOTE	103p.; (4 References)
EDRS PRICE	MF-$0.65 HC-$6.58
DESCRIPTORS	Evaluation; *Library Planning; *Library Programs; *Library Services; *Objectives; State Libraries; *State Programs
IDENTIFIERS	Library Services and Construction Act; LSCA; New Jersey; *State Plans

ABSTRACT

The New Jersey program for public library development has been formulated to: (1) provide a viable, flexible plan for the expenditure of Federal funds under the Library Services and Construction Act; (2) identify goals and objectives for the development of statewide library services; (3) identify priorities and establish criteria for implementation of annual programs; (4) provide a framework for decision-making about annual programs to be initiated under the LSCA program; and (5) plan for the incorporation of planning and evaluation as a continuing process throughout the implementation of the plan. (Other State Plans are: LI003985 through 003993, LI003995 through 004004, LI004027 through 004035, LI004038, 004039, and LI004041 through 004046.) (Author/NH)

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL OFFICE OF EDUCATION POSITION OR POLICY.

ED 070488

FIVE-YEAR PROGRAM FOR PUBLIC LIBRARY DEVELOPMENT WITH LSCA FUNDS 1973-1977

May, 1972

Library Development Bureau
New Jersey State Library, Archives and History
New Jersey Department of Education
Trenton, New Jersey

FILMED FROM BEST AVAILABLE COPY

LI 004 040

NEW JERSEY STATE LIBRARY ADVISORY COUNCIL

Mrs. Anita C. Metzger
Dr. William S. Dix
Dr. Lowell A. Martin
Dr. John H. Morrow
Charles E. Reid
Frederick J. Scholz
Dr. Carl L. Marburger
Roger H. McDonough

LIBRARY SERVICES AND CONSTRUCTION ACT ADVISORY COUNCIL

Mrs. Alyce Burtis
Lorraine Coe
Bruce Dawson
Ben Grimm
Mrs. Helen Gromann
Jayne Hess
James Hess
Ethel Klingerman
George Morin
Schuyler Mott
Dr. Louis Nagy
Mrs. Hazel Nimmo
Mrs. Dorothy Payne
William Roehrenbeck
Fleming Thomas
U. Samuel Vukcevich
David West
Mrs. Ann Widerstrom
Mrs. Pauline Williams
Mrs. Ella Yates

LSCA FIVE-YEAR PROGRAM
Fiscal 1973 - 1977
Goals and Objectives

GOAL

The attainment of excellence in educational opportunities, improved literacy levels, and increased employment potential through the dissemination of information and materials needed by an informed public of all ages, races, and economic levels.

Sub-Goal 1

Expansion of the educational function of the public library to excompass all age and all levels of literacy in a program of formal and in-formal activities.

Sub-Goal 2

Maximize the availability of quality library service for all the citizens of the State regardless of educational, economic, social, geographic or other limiting factors.

Sub-Goal 3

Education of staff, professional and para-professional, in attitudes, skills and motivation to provide quality library service.

OBJECTIVES

First Priority

Accessibility of library services to the handicapped, institutionalized and the rural and urban poor.

Second Priority

Strengthening of the New Jersey State Library staff and resources to administer, implement, and develop public library programs.

Third Priority

A network of library systems covering the entire State through which information and resource needs can be channelled effectively and efficiently.

Fourth Priority

Recruitment and training of staff to assist in the planning and implementing of quality library services to urban and rural areas with high-concentration of low income families.

Fifth Priority

Development of model Bi-lingual, Right to Read, Open University, Drug Abuse, Environmental Control, Individualized Learning, and Career Development Programs.

Fiscal 1973 & Fiscal 1974

MAJOR PROGRAM A - THE DEVELOPMENT OF THE LOCAL OR FIRST LEVEL OF SERVICE

Sub-Program 1 - Consolidation of small, inadequate units.	1. Formulate guidelines. 2. Establish priorities. 3. Identify evaluation instruments.
Sub-Program 2 - Development and expansion of library service to groups.	1. Initiate grant program to shut-ins. 2. Continue grants to urban & rural poor.
Sub-Program 3 - Increased involvement of local level in library network.	1. Reciprocal borrowing grants to explore reimbursement factors 2. Improve inter-library loan. 3. Strengthen Area-Wide Council by making Area-Wide Council signators to Area Library contract.

MAJOR PROGRAM B - DEVELOPMENT OF AREA LIBRARIES

Sub-Program 1 - Phasing-out of Developmental Grant Program.	1. Designate additional Area Libraries.
Sub-Program 2 - Development of Area Libraries to meet standards.	1. Develop measurement of effectiveness. 2. Examine existing Area Library data.
Sub-Program 3 - Full implementation of Minimal Services Program...	1. Revise Minimal Services Program.

MAJOR PROGRAM C - THE STRENGTHENING OF THE RESEARCH AND REGIONAL LEVELS.

Sub-Program 1 - Strengthening the State Library	1. Strengthen consultative & advisory services 2. Experiment with new technological developments. 3. Program of self-evaluation Area & Local Libraries. 4. Expand Workshops. 5. Provide statewide technical assistance. 6. Work toward standardization of statistics.
Sub-Program 2 - Strengthen Research Services	1. Improve operational service. 2. Study need for expanded service to smaller businesses. 3. Continue expansion of reference services. 4. Complete MAC project for 4 Research Libs.
Sub-Program 3 - Expansion of Regional Library for entire State	1. Designate State Library-Regional Library. 2. Improve inter-library loan services.
Sub-Program 4 - State-wide Services	1. Initiate Film services. 2. Phase 2 of Technical Processing Study.

MAJOR PROGRAM D - PROGRAMS TO REACH THE NON-USER, INSTITUTIONALIZED, AND THE HANDICAPPED

Sub-Program 1 - Provide adequate service to State supported institutions.	1. Strengthen consultative services 2. Recruit and train staff 3. Statewide network 4. In-service staff training.
Sub-Program 2 - Provide adequate service to blind & handicapped	1. Strengthen N.J. Library for B & H. 2. Expand service to blind and handicapped. 3. Strengthen local and Area collections.
Sub-Program 3 - Develop programs to reach non-user.	1. Identify needs. 2. Communicate needs to library community. 3. Develop programs

MAJOR PROGRAM E - FACILITIES THAT WILL SUPPORT PROGRAMS AND SERVICES TO MEET BASIC NEEDS

Sub-Program 1 - Grants to assist in funding library construction	1. Continue grant programs for construction. 2. Library construction for the handicapped. 3. Sponsor workshop on building fund campaigns
Sub-Program 2 - Consultant Grants to assist in building programs.	1. Continue consultant grants 2. Provide facilities for blind and handicapped.

MAJOR PROGRAM F - EVALUATION AND CONTINUOUS PLANNING

Sub-Program 1 - Needs Assessment	1. Statewide needs assessment study.
Sub-Program 2 - Formulate criteria and measurements for ongoing programs.	1. Develop measurements of disadvantaged prog. 2. Measurements for quality library services.
Sub-Program 3 - Evaluation of ongoing programs	1. Disadvantaged programs. 2. Quality of Area Library book collections. 3. Quality of reference services of Area Libs. 4. Area Library boundaries.

IMPLEMENTATION OF 5 YEAR PLAN

1975 - 1976

MAJOR PROGRAM A - THE DEVELOPMENT OF THE LOCAL OR FIRST LEVEL OF SERVICE

Sub-Program 1- Consolidation of smaller inadequate units	1. Implement grant programs 2. Begin assembling data for evaluation.
Sub-Program 2- Development and expansion of library service to groups.	1. Complete models of out-reach programs. 2. Continue grant program to urban and rural poor.
Sub-Program 3- Increased involvement of local level in library network.	1. Reciprocal borrowing projects operational. 2. Area-Wide Council signators to contract. 3. Centralized processing.

MAJOR PROGRAM B - DEVELOPMENT OF AREA LIBRARIES

Sub-Program 1- Phasing-out of Developmental Grant Program.	(Should need no further action)
Sub-Program 2- Development of resources and staff of Area Libraries to meet established standards.	1. Complete development of requirements. 2. Evaluate Area Library services.
Sub-Program 3- Full implementation of Minimal Services...	1. Implement new elements of Minimal Services Program.

MAJOR PROGRAM C - THE STRENGTHENING OF THE RESEARCH AND REGIONAL LEVELS.

Sub-Program 1- Strengthening the State Library	1. Strengthen advisory services 2. Continue in-service training. 3. Develop levels of responsibility. 4. Evaluation forms.
Sub-Program 2- Strengthen Research Services	1. Expand telecommunications. 2. Identify areas for subject development. 3. Union list of Research Libs. periodicals.
Sub-Program 3- Expansion of Regional Services	1. Improve interlibrary loan system. 2. Increase collections 3. Strenghten staff.

MAJOR PROGRAM D - PROGRAMS TO REACH THE NON-USER, INSTITUTIONALIZED, AND THE HANDICAPPED

Sub-Program 1- Provide adequate service to institutions.	1. Strengthen consultative services. 2. Enlarge collections to 50% of standards
Sub-Program 2- Provide adequate services to blind and handicapped	1. Strengthen library for the blind and handicapped. 2. Expand services to blind and handicapped.
Sub-Program 3- Develop programs for non-user.	1. Implement programs to reach non-users.

MAJOR PROGRAM E - FACILITIES THAT WILL SUPPORT PROGRAMS AND SERVICES TO MEET BASIC NEEDS

Sub-Program 1- Grants to assist in construction programs	1. Develop guidelines to promote building program. 2. Sponsor workshop in building fund campaigns.
Sub-Program 2- Consultant grants to assist in construction programs.	1. Evaluate consultant program.

MAJOR PROGRAM F- EVALUATION AND CONTINUOUS PLANNING

Sub-Program 1- Assessment and user studies	1. Update institutional library needs. 2. Identify audience for service to handicapped.
Sub-Program 2- Formulate criteria for ongoing programs	1. Design study for Area & Research Libraries. 2. Update needs of original five-year plan.
Sub-Program 3- Evaluate on-going programs.	1. Statewide study of library network.

1977

MAJOR PROGRAM A - THE DEVELOPMENT OF THE LOCAL OR FIRST LEVEL OF SERVICE

Sub-Program 1 - Consolidation of smaller inadequate units.	1. Expand grant program for consolidation. 2. Evaluate existing projects for modifications.
Sub-Program 2 - Development and expansion of library service to groups.	1. Continue promotion of services to adults. 2. Continue grant programs to urban & rural poor.
Sub-Program 3 - Increased involvement of local level in library networks.	1. State-Wide reciprocal borrowing. 2. Mandatory participation in systems.

MAJOR PROGRAM B - DEVELOPMENT OF AREA LIBRARIES

Sub-Program 1 - Phased-out.	
Sub-Program 2 - Develop resources of Area Libraries to meet established standards.	1. Evaluate Area Library collections. 2. Develop and expand in-service training.

MAJOR PROGRAM C - THE STRENGTHENING OF THE RESEARCH AND REGIONAL LEVELS

Sub-Program 1 - Strengthen State Library.	1. Strengthen consultative & advisory services 2. Provide in-service training. 3. Secure technical assistance for plan evaluation.
Sub-Program 2 - Strengthen Research Services	1. Continue improvement of research services.
Sub-Program 3 - Expand Regional Library Services.	1. Improve interlibrary loan service. 2. Conduct study of interlibrary loan service.

MAJOR PROGRAM D - PROGRAMS TO REACH THE NON-USER, INSTITUTIONALIZED, AND THE HANDICAPPED

Sub-Program 1 - Provide adequate service to State institutions.	1. Strengthen consultative service to institu. 2. Place relevant staff in State institutions.
Sub-Program 2 - Provide adequate service to blind and handicapped.	1. Strengthen N.J. Library for the B & H. 2. Expand service to the blind and handicapped
Sub-Program 3 - Develop programs to reach non-users.	1. Continue to develop programs for non-users. 2. Needs assessment study to detect new trends

MAJOR PROGRAM E - FACILITIES THAT WILL SUPPORT PROGRAMS AND SERVICES TO MEET BASIC NEEDS

Sub-Program 1 - Grants to assist in funding library construction.	1. Up-date statewide survey of construction needs.
Sub-Program 2 - Consultant grants to assist in construction programs.	

MAJOR PROGRAM F - EVALUATION AND CONTINUOUS PLANNING

Sub-Program 1 - Needs assessment and User studies.	
Sub-Program 2 - Formulate criteria and measurements for ongoing programs.	
Sub-Program 3 - Evaluate on-going programs.	1. Evaluate Regional Library collections and services.

TABLE OF CONTENTS

		Page
I.	Introduction	1
	A. Purpose of Five-Year Program.	1
	B. Historic Perspective for Planning	1
II.	Present Status of Public Library Development in New Jersey	2
	A. Demographic and Economic Factors Effecting Library Planning.	3
	B. Political Framework for Public Library Development.	8
	C. Current Public Library Programs	11
	D. Needs Assessments	18
	1. Public Library Resources.	18
	2. Public Library Buildings.	23
	3. Institutional Services.	31
	4. Audio-Visual Needs.	37
	5. Manpower Needs.	37
III.	Other Factors Affecting Public Library Development.	40
	A. Educational Community	40
	B. School Libraries.	42
	C. College and University Libraries.	42
	D. Special Libraries	43
	E. Other Sources of Information.	43
IV.	Five-Year Program for Public Library Development with LSCA Funds.	45
	A. Goals and Objectives.	45
	1. Goals	45
	2. Sub-Goals	46
	3. Objectives	46

Page

B. Implementation of Five-Year Program 47

1. Major Programs, Sub-Programs and Action Steps . 47-62

V. Priorities and Criteria for Annual Project Implementation . 62

VI. Appendix

1. Goals of Commissioner of Education of the Department of Education, State of New Jersey 64

2. Statewide Educational Goals 65

3. The New Jersey Needs Assessment Advisory Council. . 66

4. Principles for a Plan of Library Service for New Jersey. 67

5. Standards of Library Service to New Jersey Readers 71

6. Responsibilities of Area Libraries. 76

7. Minimal Services Program for Area Libraries 78

8. Functions of the Area-Wide Coordinating Council . . 80

9. Criteria for Evaluating Library Services to the Disadvantaged 81

10. Rules and Regualtions - State Library Aid Act . . . 86

11. Expanded Film Services for New Jersey - Harold Goldstein. 91

12. A Film Proposal - Building on Strength to Achieve State-Wide Film Service 93

Tables and Graphics

Table		Page
I	Population by Race and Residence	6
II	Population by Age: 1970 and 1960	7
III	Public Libraries Meeting State Aid Rules and Regulations, 1971	19
IV	Public Libraries Meeting Interim Standards, 1971	20
V	Public Libraries Meeting LDC Standards, 1971	21
VI	Age of Public Library Buildings in New Jersey	24
VII	Per Capita Size of Libraries Constructed 1961-1964	25
VIII	New Construction Square Footage Needed to Bring Existing Libraries Up to National Standards.	26
IX	Total Need for New Library Construction in New Jersey Over the Next 20 Years.	27
X	Area Library Criteria.	28
XI	ALA Standards for Public Library Systems, 1966	29
XII	Summary of Mental Health & Retardation Institutions' Needs	33
XIII	Summary Capital & Operating Expenditures	36
XIV	Audio-Visual Collections	38

State Library Table of Organization by Function 10

Structure of New Jersey Library Network 12

Area Libraries - Geographic Areas 14

Goal and Objective Decision-Making Process. 48

INTRODUCTION

Purpose

This document has been formulated to:

1. Provide a viable, flexible plan for the expenditure of Federal funds under the Library Services and Construction Act.
2. Identify goals and objectives for the development of statewide library services.
3. Identify priorities and establish criteria for implementation of annual programs.
4. Provide a framework for decision-making about annual programs to be initiated under the LSCA program.
5. Plan for the incorporation of planning and evaluation as a continuing process throughout the implementation of the plan.

Historic Perspective for Planning

Planning for the development and provision of adequate library service in the State of New Jersey has been a continuous process. New plans succeed older plans reflecting changing times and needs. Most importantly, planning has always been done with the involvement of the entire library community.

The first statewide study of public library service was completed in 1954. The resulting document, Better Libraries for New Jersey called for vigorous action to achieve minimal library services through a closely integrated program which included an acknowledgement of the State's responsibility to assist in the support of public library services.

PRESENT STATUS OF PUBLIC LIBRARY DEVELOPMENT

IN

NEW JERSEY

In 1964, the second statewide study and evaluation of library services of all types of libraries eventuated in the publication of the present statewide plan of library development, Libraries for the People of New Jersey, which is presently being evaluated and reviewed by the Library Development Committee of the New Jersey Library Association. It is anticipated that this evaluation and planning process will require approximately two years to complete.

This document, a five-year program for the use of Library Services and Construction Act funds, is therefore looked upon as an interim document and hopefully, a flexible basis which will permit the planning and evaluating presently in process by the Library Development Committee to examine the existing statewide plan and make amendments and revisions or to formulate a completely new approach to library services.

The five-year program has been developed with the assistance of the Library Services and Construction Act Advisory Council which met with New Jersey State Library staff throughout the year. Liaison representatives from the Library Development Committee participated with the Advisory Council in identifying of goals and objectives and establishing priorities for program implementation.

DEMOGRAPHIC AND ECONOMIC FACTORS EFFECTING LIBRARY PLANNING

New Jersey is forty-sixth among the 50 states in size, yet eighth in population. Between 1960 and 1970 the State experienced an 18.2% growth in population. 88.9% of this population is located in urbanized areas. It is a State composed of 567 municipalities. As in many other states, the population has migrated from the cities to the suburbs. It has been described by some as "suburban sprawl from wall to wall." Of the 26 municipalities with populations between 25,000 and 50,000, 21 had population gains since the last census. Of the 73 municipalities between 10,000 and 25,000, 58 had increases in population. In the central cities of Newark, Jersey City, and Trenton, the white population decreased. Non-white population increased both inside and outside the central cities. (See Table I Page 6.)

In age breakdown, the largest age group is in the 45-54 age bracket. The group in age 60 or over has increased by approximately 300,000. (See Table II Page 7.)

Economic characteristics for the State of New Jersey are still not available for the 1970 census. However, in the 1971 Survey of Buying Power issue of Sales Management the following data was secured:

	New Jersey	United States
Per Capita Income	$3,879	$3,308
Per Household Income	12,509	10,565

New Jersey has the fifth highest per household income in the country. Only Connecticut, Alaska, Hawaii, and the District of Columbia have higher per household incomes. The following Table is

a breakdown of per household income for the State:

Per Household Income

0 - 2,999 - 10.2%
3,000 - 4,999 - 8%
5,000 - 7,999 - 19.8%
8,000 - 9,999 - 17%
$10,000 & Over - 45.1%

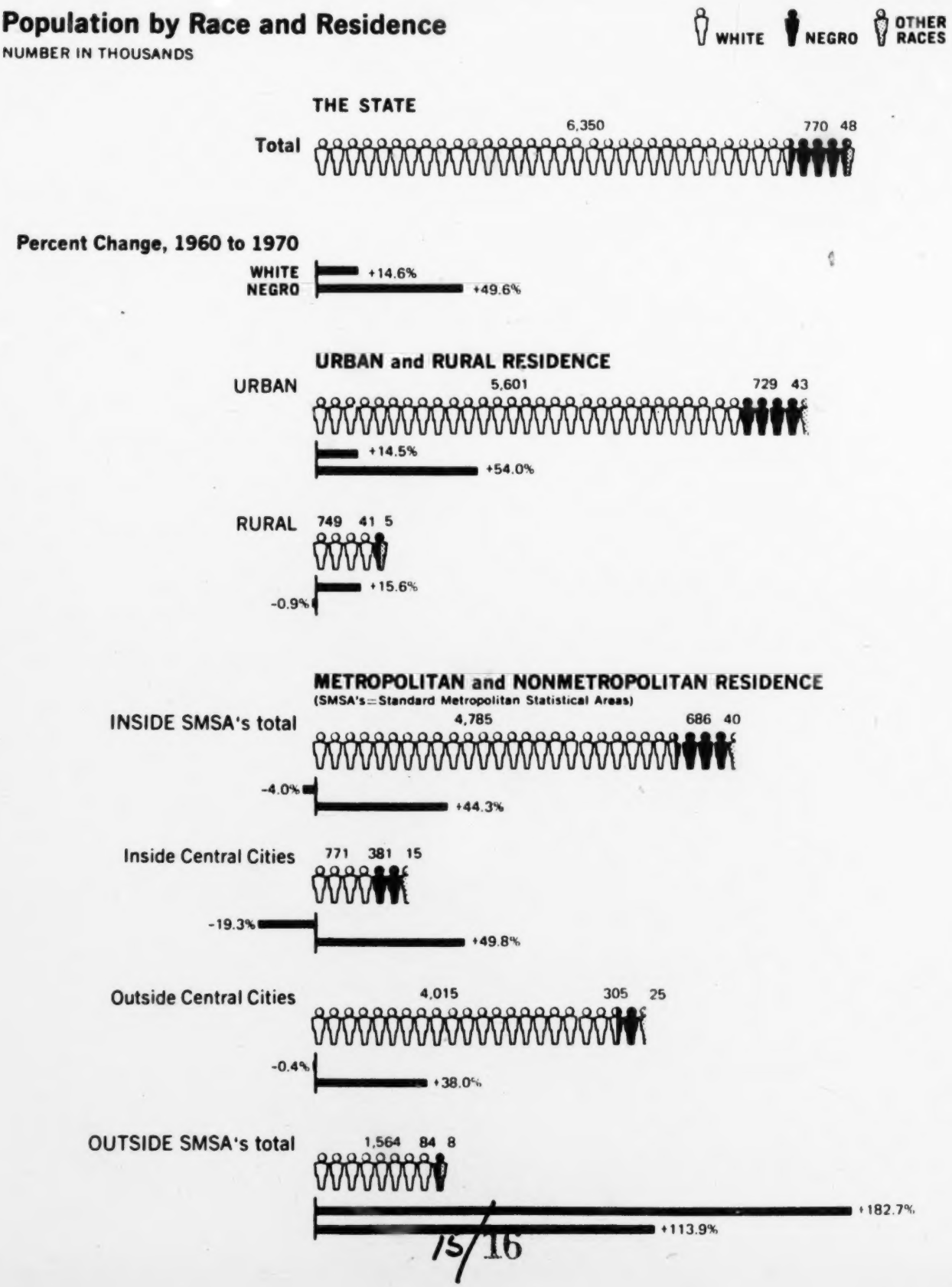
In spite of this seemingly high level of income, however, New Jersey is a State with a concomitant poverty problem. This can be illustrated by the increase in the number of residents receiving welfare payments. In 1971, 461,623 residents of New Jersey received welfare assistance. On a statewide basis the percentage of residents receiving welfare assistance rose from 2.5% of the total population in 1966 to 6.3% in 1971, an increase of 165%. One resident out of every 16 in New Jersey is on welfare. In Essex County, the County with the highest percentage of welfare recipients, one out of every seven residents is on the welfare rolls. The breakdown by counties is as follows:

Rank	County	No. of Residents on Welfare	Percentage of Total County Population
1	Essex	126,873	13.5
2	Atlantic	21,422	10.9
3	Camden	47,666	10.2
4	Cumberland	11,582	9.0
5	Hudson	49,966	8.1
6	Passaic	36,739	8.0
7	Mercer	23,342	7.5
8	Monmouth	32,769	7.0
9	Salem	3,905	6.4
10	Ocean	12,135	5.5
11	Cape May	3,093	5.0
12	Gloucester	7,507	4.2
13	Middlesex	23,490	3.95
14	Sussex	2,958	3.7
15	Union	19,204	3.5
16	Burlington	10,939	3.2
17	Warren	1,996	2.7
18	Hunterdon	1,757	2.4
19	Somerset	4,662	2.3
20	Bergen	14,499	1.6
21	Morris	5,119	1.3

In addition 45,000 people are eligible for Medicaid and 13,056 are Cubans receiving financial assistance under a special Federal relief program.

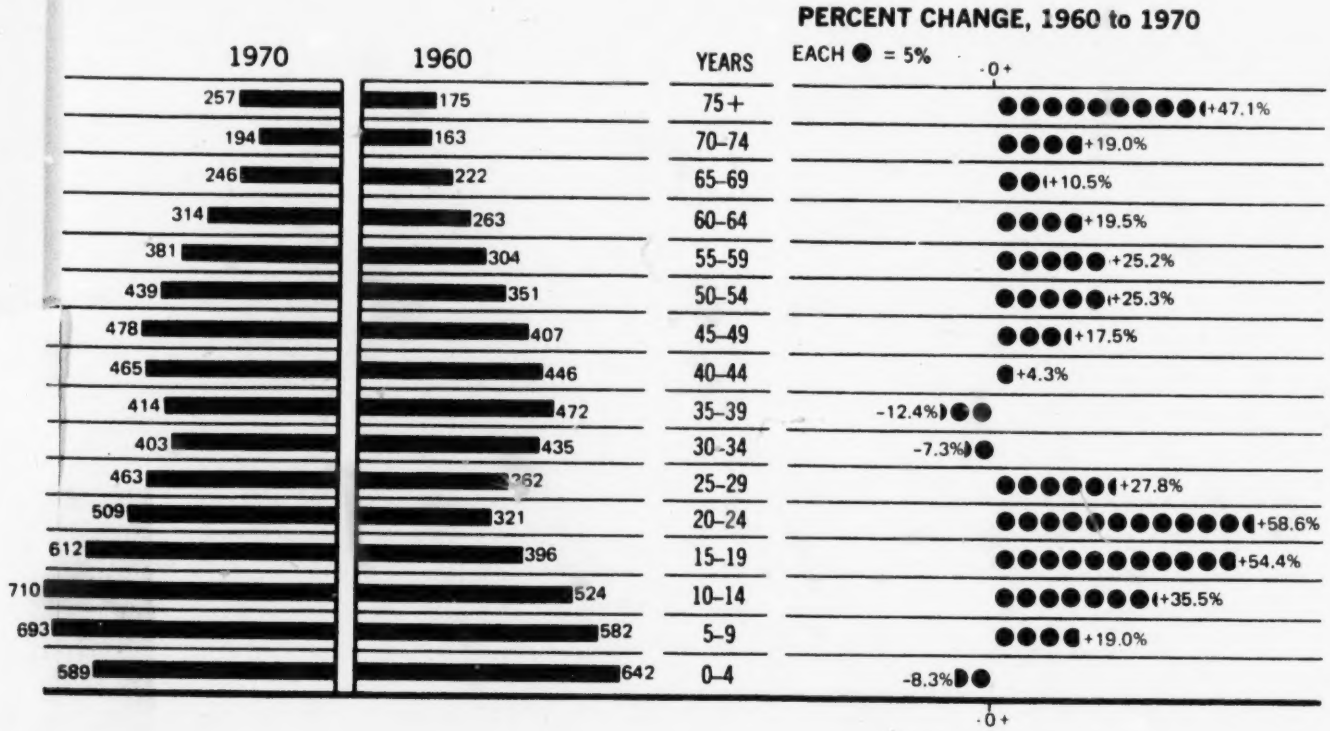
Population by Race and Residence

NUMBER IN THOUSANDS

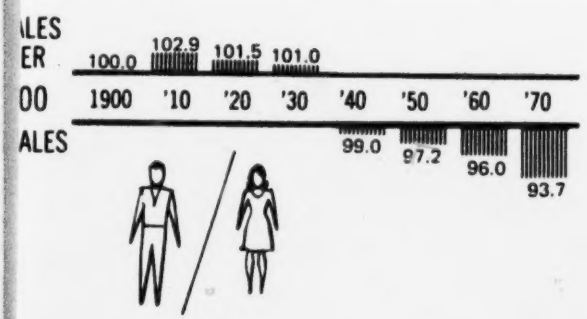


pulation by Age: 1970 and 1960

MBER IN THOUSANDS



Sex Ratio: 1900 to 1970

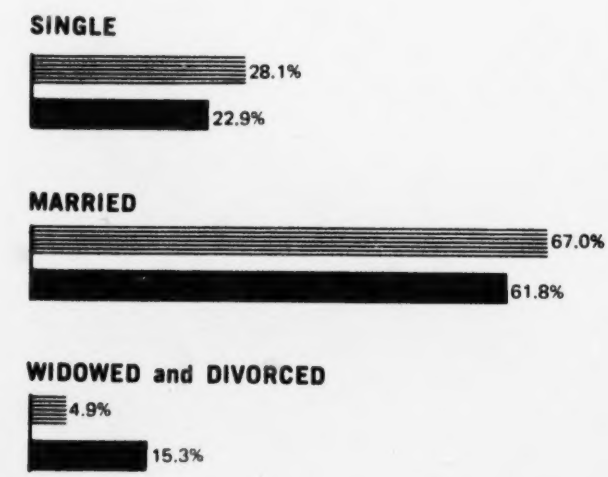


Marital Status by Sex: 1970

MALE

FEMALE

14 YEARS AND OLDER



POLITICAL FRAMEWORK FOR PUBLIC LIBRARY DEVELOPMENT

New Jersey is politically subdivided into 21 counties and the counties are further subdivided into a total of 567 municipalities. A strong feeling of local autonomy is an important factor to be considered in the development of any public service.

Local libraries and county libraries are governed by autonomous Boards of Trustees and County Library Commissioners. Funding for public library services is provided through the local real estate tax. This local funding is supplemented by per capita State Aid grants and Federal grants for special projects. The average per capita support for public libraries in 1970 was $4.60.

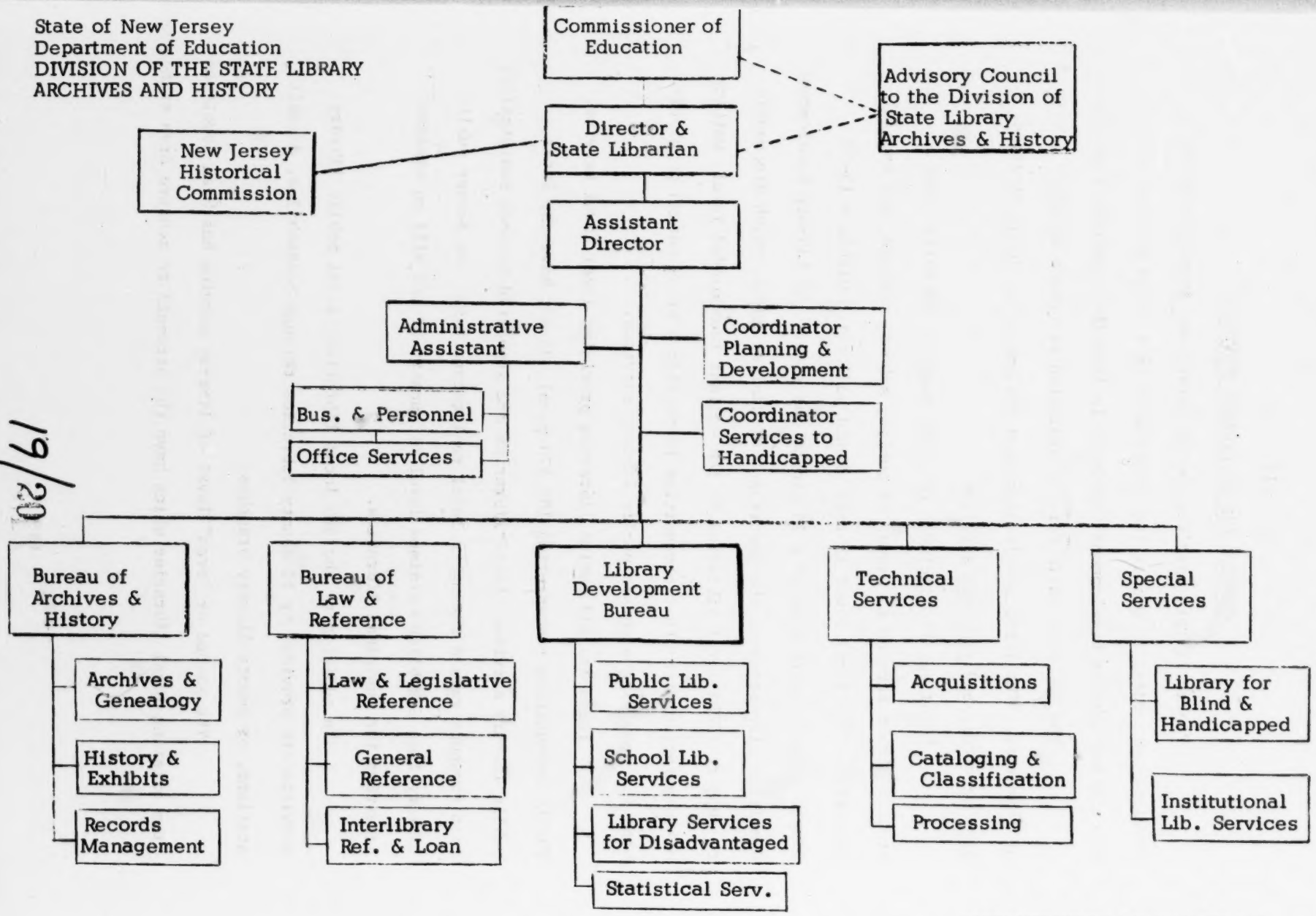
The New Jersey State Library is charged by law (R.S.18A:73-35) with the coordination and development of library services for the entire State.

The State Library administers State and Federal aid programs to public libraries, Federal aid programs to school libraries, provides direct library service to the blind and the handicapped, and acts as a legislative and law library to the State Legislature. It is an integral part of the statewide information network in its function as a Research and Referral Center. The consultative staff of the State Library provide consultative and advisory services to all libraries in the State.

Within the State Government, the State Library is a Division of the New Jersey State Department of Education which is a Department of the executive branch of the State Government. A State Library Advisory Council appointed by the Governor advises the State Librarian on the administration of State Library programs.

Recently implemented rules and regulations for the receipt of State Aid have added a regulatory function to the State Agency which may have important implications for future library development.

State of New Jersey
Department of Education
DIVISION OF THE STATE LIBRARY
ARCHIVES AND HISTORY



02/61

ORGANIZATION BY FUNCTION

CURRENT PUBLIC LIBRARY PROGRAMS

Public library services in New Jersey are presently being developed according to principles established by the New Jersey Library Association Library Development Committee in 1964 (See Appendix Page 67).

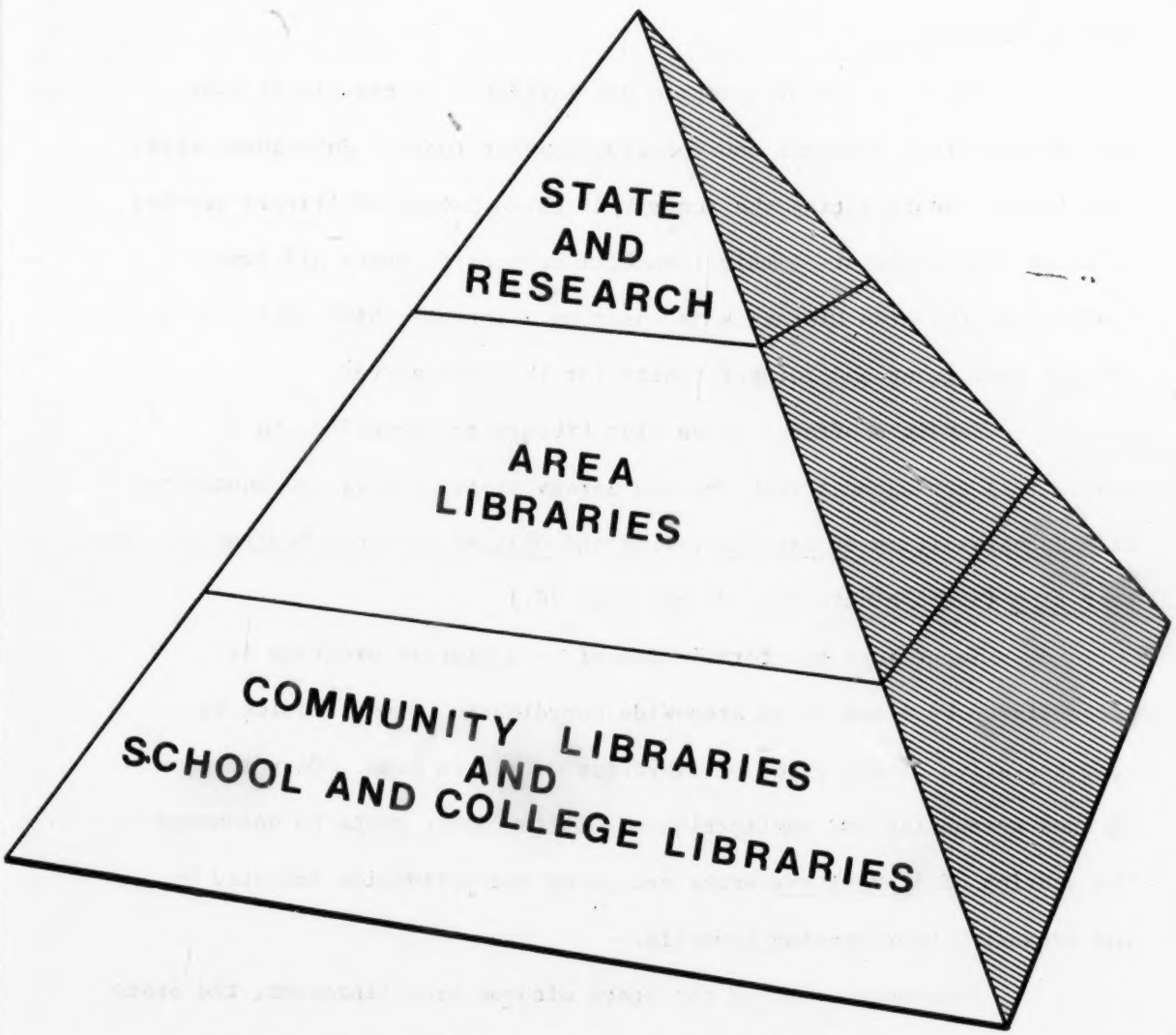
The LDC plan calls for a coordinated structure of three levels of libraries. The three levels have been designated as local services, area services, and research services.

Local service includes the wide range of libraries that provide direct service to people -- public, school, college, and special libraries. The local level library should be located within a 15-20 minute walk of every home or a 15 minute bus ride. The Library Development Committee also stresses the importance of smaller towns, which are unable to support local level libraries at the minimal recommended level, uniting or cooperating with other communities to provide a broad enough population base for providing adequate public library services.

There are 333 public libraries providing local level service. Thirty communities representing 108,470 people do not have any local public library service. Local libraries are supported by each municipality from revenues raised through a local real estate tax. New Jersey public library laws establish a minimum level of support of 1/3 mill on assessed valuation for municipal libraries.

In addition to the 320 local libraries, local public library services are provided by 13 county libraries through bookmobiles, deposit stations, or county library branches.

The second or "area" level of library service has been developed from existing local libraries which have the strength to achieve Area standards.


STATE
AND
RESEARCH
AREA
LIBRARIES
COMMUNITY LIBRARIES
AND
SCHOOL AND COLLEGE LIBRARIES

The Area Library provides reference and inter-library loan services to all persons within the district. An Area Library should be located within one-half hour of most New Jersey residents and have a collection of at least 150,000 volumes. To date twenty-one libraries have been designated as Area Libraries. They provide 5,957,417 people with Area reference and inter-library loan services. 1,210,747 people are without Area Library services.

The Area Library program was initiated in the Fiscal Year 1965 with Library Services and Construction Act funds. Subsequent State legislation incorporating the concept of three levels of library service permitted the transfer of this financial support to State Aid funds. Funding for the Area Libraries is based on a formula which calls for a $35,000 base grant and 20¢ per capita for the Area served.

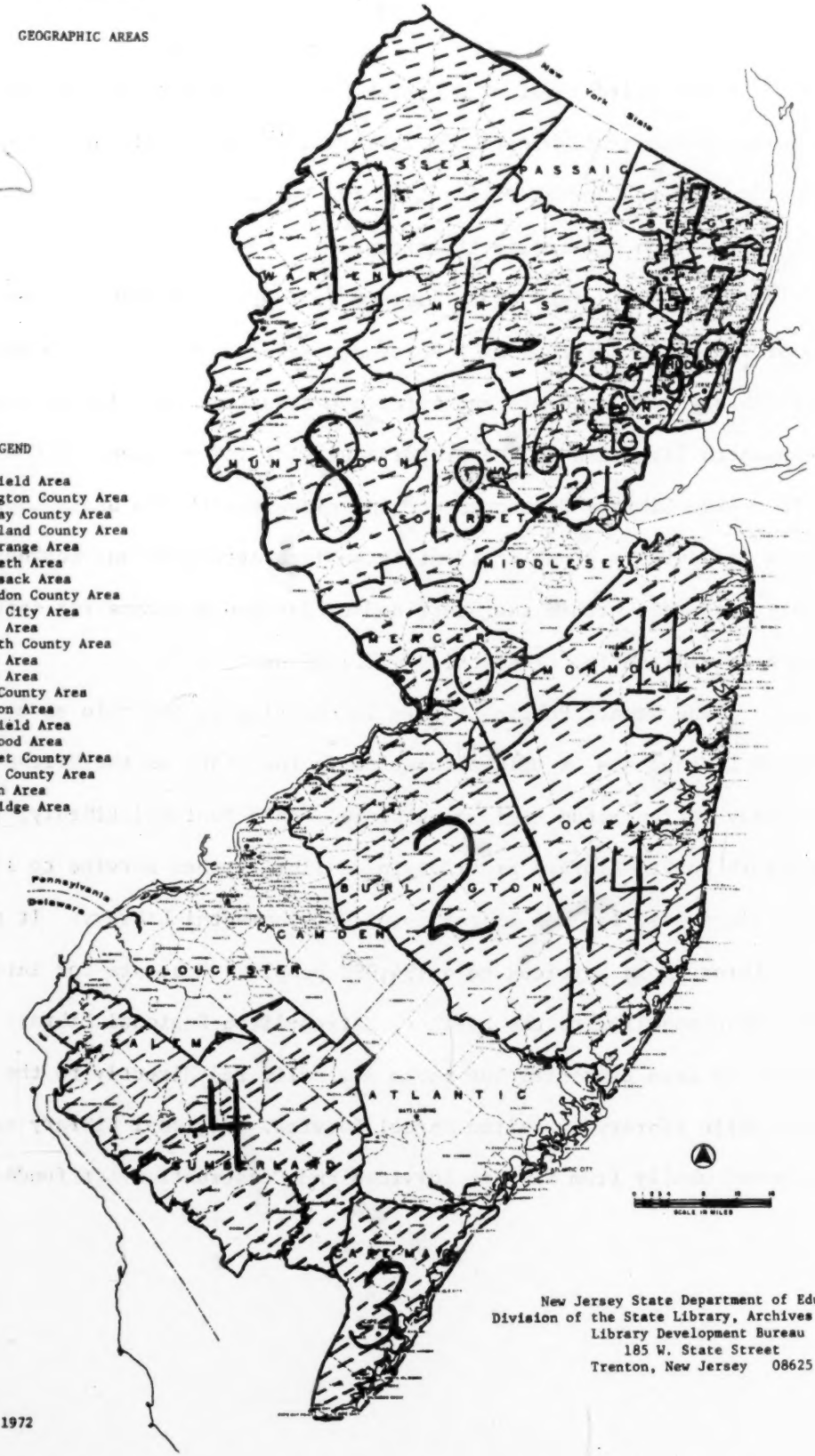
Services offered by an Area Library are specified in a contractual arrangement with the New Jersey State Library and enumerated in Responsibilities of Area Libraries and Minimal Services Program for Area Libraries. (See Appendix Page 76 and Page 78.)

Input into the formulation of Area Library programs is accomplished by means of an Area-Wide Coordinating Council which is representative of all types of libraries within an Area. Coordination of book purchasing and publication of bibliographic tools to encourage the sharing of library resources are among the activities initated by the Area-Wide Coordinating Councils.

For those areas of the State without Area Libraries, the State Library is presently concluding a Developmental Library Program for potential Area Libraries.

AREA LIBRARIES

GEOGRAPHIC AREAS



LEGEND

1. Bloomfield Area
2. Burlington County Area
3. Cape May County Area
4. Cumberland County Area
5. East Orange Area
6. Elizabeth Area
7. Hackensack Area
8. Hunterdon County Area
9. Jersey City Area
10. Linden Area
11. Monmouth County Area
12. Morris Area
13. Newark Area
14. Ocean County Area
15. Paterson Area
16. Plainfield Area
17. Ridgewood Area
18. Somerset County Area
19. Sussex County Area
20. Trenton Area
21. Woodbridge Area

New Jersey State Department of Education
Division of the State Library, Archives and History
Library Development Bureau
185 W. State Street
Trenton, New Jersey 08625

April, 1972

The third level or Research level of library service in New Jersey makes available to the library user the excellent and specialized collections of the Newark Public Library, Rutgers Univerity Libraries, and the Princeton University Libraries.

The New Jersey State Library, a fourth Research Library also provides the services of a Reference Referral Center which channels inter-library loan requests and reference questions from local, Area and Research libraries to the proper source of information. A Council on State-Wide Library Resources working closely with the State Library acts as an advisory group to identify subject strengths and weaknesses of library resources within the State and to develop programs for future subject specialization of Research collections.

The Newark Public Library, in addition to its role as a Research Library, has a unique function in the State as the Northern New Jersey Metropolitan Regional Library. As a Regional Library, the Newark Public Library provides inter-library loan service to 159 public libraries, 13 Area Libraries, 1 Developmental Library. It provides inter-library loan services to 4,194,091 people. Requests for inter-library loans are channelled to the Northern Metropolitan Regional Library through the Area Libraries but books are delivered directly to the local public library by United Parcel Service. Regional Library services are funded wholly from Library Services and Construction Act funds.

Library Services to the Disadvantaged

Utilizing LSCA, Title I funds the New Jersey State Library established the grant program, Library Services to the Disadvantaged. The intent of this grant program is to assist public libraries in the initiation and operation of creative services to the Disadvantaged. Libraries which utilize such funds are expected to incorporate these services into local budgets.

Since Fiscal 1970, 18 such projects have been funded. Two have been continued with local library funds and five other libraries have submitted written indication that projects will be continued with local financing.

Library Services to the Blind and Handicapped

Library services to the blind and handicapped are offered to all eligible residents of the State through the New Jersey Library for the Blind and Handicapped which is a Bureau in the New Jersey State Library. The New Jersey Library for the Blind and Handicapped serves 10,000 readers through it's central collection and 210 deposit collections located in nursing homes, hospitals, public libraries, schools, etc. The Library circulates talking books, Braille books and pamphlets, open-reel tapes, large-print books, and tape cassettes. Financial support to the New Jersey Library for the Blind and Handicapped is provided through a combination of State and LSCA funds.

Institutional Libraries

There are thirty-two state-supported institutions in New Jersey. Of the thirty-two, ten are correctional institutions, seven are mental hospitals, seven are institutions for the mentally retarded, two homes for

disabled soldiers, four group centers, one Fireman's Home, and one sanitorium for chest diseases.

In a study completed in 1968 by Genevieve M. Casey, Library Services in New Jersey State Institutions, none of the institutions had libraries of minimum adequacy. Pilot projects funded under LSCA Title IV, at the New Jersey State Prison at Rahway, the New Jersey State Home for Boys at Jamesburg, and the New Jersey Training School for Girls at Trenton have improved collections in those three institutions, but only Jamesburg has reached minimum adequacy in collection and staff.

NEEDS ASSESSMENTS

Public Library Resources -- Local Library Level

Needs assessment for public library resources can only be measured on a quantitative or in-put level at this time. That is, we are able to measure public library services in terms of a library's ability to meet three quantitative standards:

1. Rules and Regulations for the Receipt of State Aid
2. ALA Interim Standards for Public Library Service
3. Library Development Committee, New Jersey Library Association -- Standards for Library Services to New Jersey Readers

Qualitative evaluation of library resources and services will be one of the activities to be undertaken as part of the continuing evaluation for this program.

Quantitatively, over half of the public libraries in New Jersey fail to meet the most minimal of the three standards used for measurement, the Rules and Regulations for the Receipt of State Aid. An analysis of the libraries failing to meet this minimal standard in terms of population served and level of support indicate that communities with populations of under 10,000 do not have an adequate basis for tax support of adequate library services.

Fewer libraries of course are able to meet the higher requirements of the Interim Standards or the LDC Standards. A geographic pattern emerges as the figures are more closely analyzed. Generally, the more urban areas of the State have the better libraries. Newly exploding suburban communities with sudden spurts of population and the more rural areas

Table III

PUBLIC LIBRARIES MEETING STATE AID RULES AND REGULATIONS

1971

County	Total Number of Libraries	8,000 Volumes Basic Collec.	1/10 v. per capita Added Annually	Periodical Subscriptions	1 Full-time Staff for Every 4,000 People	Hours Open
Atlantic	11	9	3	5	2	4
Bergen	61	61	57	51	53	54
Burlington	13	10	7	9	7	8
Camden	21	15	12	9	10	11
Cape May	7	3	3	3	3	4
Cumberland	6	4	3	4	4	4
Essex	20	20	19	20	19	20
Gloucester	14	7	4	7	5	4
Hudson	10	9	6	9	7	9
Hunterdon	9	4	6	3	4	5
Mercer	6	6	5	5	4	4
Middlesex	23	22	17	18	18	17
Monmouth	24	23	23	16	21	15
Morris	30	27	29	26	26	25
Ocean	6	2	4	3	3	2
Passaic	15	12	13	11	12	12
Salem	5	4	4	2	1	3
Somerset	15	10	12	9	11	9
Sussex	2	2	2	2	2	2
Union	20	20	17	18	19	19
Warren	8	6	7	3	6	4
Totals	326	276	253	233	237	235

Number of libraries meeting all State Aid Regulations 171

Table IV

PUBLIC LIBRARIES MEETING INTERIM STANDARDS

County	Total Number of Libraries	10,000 Volumes Basic Collec. or 2 volumes per capita	1/5 v. per capita Added Annually	Periodical Subscriptions	1 Full-time Staff for Every 2,500 People	Hours Open
Atlantic	12	1	1	1	1	1
Bergen	60	39	26	31	42	18
Burlington	13	3	2	3	5	2
Camden	21	2	2	5	7	2
Cape May	7	3	1	3	2	3
Cumberland	6	2	1	4	1	2
Essex	20	17	12	20	18	10
Gloucester	14	3	1	2	3	0
Hudson	10	6	0	5	3	2
Hunterdon	9	1	2	2	3	3
Mercer	6	3	1	6	3	5
Middlesex	23	6	8	14	15	12
Monmouth	24	18	13	10	18	6
Morris	30	10	14	12	19	7
Ocean	6	0	0	3	3	2
Passaic	15	3	5	5	12	5
Salem	5	2	0	2	1	1
Somerset	15	7	8	4	8	4
Sussex	2	1	1	1	2	1
Union	20	13	6	17	19	13
Warren	8	3	1	1	5	2
Totals	326	143	105	151	190	100

Number of libraries meeting all standards 24

Table V

PUBLIC LIBRARIES MEETING LDC STANDARDS

1971

County	Total Number of Libraries	25,000 Volumes Basic Collec.	1,000 Volumes Added Annually	75 Periodical Subscriptions	2 Full-time Staff for each 5,000 People	Open 48 Hours	60 Readers Seats
Atlantic	12	2	3	4	1	1	1
Bergen	60	34	52	42	16	29	24
Burlington	13	4	9	7	0	4	2
Camden	21	7	12	9	2	6	3
Cape May	7	2	3	2	0	2	2
Cumberland	6	4	4	4	0	4	1
Essex	20	17	19	19	11	16	17
Gloucester	14	1	6	7	0	1	1
Hudson	10	9	9	9	0	7	5
Hunterdon	9	2	2	2	2	1	0
Mercer	6	4	4	4	2	4	2
Middlesex	23	14	18	16	3	14	11
Monmouth	24	10	13	7	6	7	8
Morris	30	8	22	17	10	8	5
Ocean	6	3	3	3	0	3	2
Passaic	15	8	10	10	0	7	5
Salem	5	1	2	1	0	1	2
Somerset	15	6	11	7	0	6	4
Sussex	2	2	2	2	0	2	2
Union	20	16	18	18	11	17	15
Warren	8	2	3	1	2	1	1
Totals	326	145	223	191	66	141	113

Number of libraries meeting all standards. 18 .

with smaller populations both need significant amounts of investment to bring libraries up to standards.

Costs to bring all public libraries up to the required standards for resources are as follows:

Funding Required to Achieve Public Library Standards

Local Level

Minimum Adequacy - State Aid Regulations

Additional volumes needed by all libraries for basic collections - 310,080 v. @ $10 v. =	$3,108,000
Annual volumes purchased - 62,777 v. @ $10 v. =	627,770
Periodical subscriptions - 3,541 subscriptions @ $10 =	35,410
TOTAL COST TO MEET STATE AID REGULATIONS FOR LIBRARY RESORUCES	$3,771,180

Interim Standards, ALA

Additional volumes needed by all libraries for basic collections - 3,330,306 v. @ $10 v. =	$33,303,060
Annual volumes purchased - 463,658 v. @ $10 v. =	4,636,580
Periodical subscriptions - 6,139 subscriptions @ $10 =	61,390
TOTAL COST TO MEET INTERIM STANDARDS	$38,101,030

LDC Standards

Additional volumes for basic collections - 1,944,676 v. @ $10 =	$19,446,760
Annual books purchased - 46,437 v. @ $10	464,370
Periodical subscriptions - 5,633 subscriptions @ $10 =	56,330
TOTAL COSTS	$19,967,460

Identification of user needs is also an area which requires study. Particularly important is the ascertaining of the services which will respond to the informational, educational, and recreational needs of the individual who is at present alienated from the library because of economic, education, or cultural deprivation. It is presently anticipated that such a study will be initiated in the coming fiscal year.

Public Library Buildings

Based on a recent survey of public libraries in New Jersey, the following Tables and accompanying comments present a picture of public library facilities in the State.

Table VI

Age of Public Library Buildings in New Jersey
(to July, 1971)

Age in Years	No. of Libraries	% of Total
1-5	55	17.1
6-10	42	13.1
11-15	30	9.6
16-20	15	4.8
21-25	9	2.8
26-30	4	1.2
31-35	13	4.1
36-40	8	2.5
41-45	17	5.4
46-50	15	4.9
51-60	28	8.6
61-70	26	8.3
71-80	13	4.1
81-90	10	3.2
91-100	5	1.6
101-125	9	2.8
126-150	7	2.3
151-175	4	1.2
176-200	1	0.03
200+	2	0.06

The mean average age of New Jersey public library buildings is 39.1 years. The median average age of New Jersey public library buildings is 32.5 years.

In a time when we are emphasizing that library service should be available to all the people of New Jersey, many people cannot use the public library because of architectural barriers to the handicapped. The National Commission on Architectural Barriers to Rehabilitation of the Handicapped estimates that 1 out of 10 Americans has difficuly using the library because of architectural barriers. The results of the survey clearly show that most of the public libraries in the State are not accessible to the handicapped.

Table VII shows that almost all of the public library facilities built in New Jersey between 1961 and 1964 are inadequate in size and

bear little relationship to national standards. Most were inadequate in size when they were first built and with the statewide increase in population this inadequacy is greatly magnified.

Table VII

Per Capita Size of Libraries Constructed 1961-1964

Year Built	1970 Population	Actual Sq Ft/Capita	Desirable Sq Ft/Capita
1964	16,500	0.02	0.7
	9,000	0.07	0.7
	67,100	0.11	0.55
	6,000	0.14	0.7
	8,600	0.23	0.7
	21,100	0.25	0.7
	10,400	0.29	0.7
	7,600	0.37	0.7
1963	6,100	0.23	0.7
	3,800	0.30	0.7
	5,700	0.47	0.7
	21,400	0.48	0.7
	4,800	1.10	0.7
1962	10,700	0.13	0.7
	14,300	0.34	0.7
	15,100	0.34	0.7
	27,500	0.64	0.6
	11,300	1.53	0.7
1961	3,500	0.11	0.7
	10,300	0.21	0.7
	14,300	0.28	0.7
	12,800	0.35	0.7
	30,100	0.64	0.6
	27,400	0.66	0.6

Public library building needs on a statewide level show the following current size inadequacy, based on national standards.

Table VIII

New Construction Square Footage Needed to Bring Existing Libraries Up to National Standards.

County	Sq. Ft. Lacking	Population 1970
Atlantic	122,100	175,043
Bergen	230,700	898,012
Burlington	89,600	323,132
Camden	193,400	456,291
Cape May	26,100	59,554
Cumberland	41,600	121,374
Essex	89,000	929,986
	792,6[illegible]	2,963,392

This compilation county by county is only a sampling. However, assuming that the lack of library space in the remaining counties bears a similar relationship to the lack in the 7 counties above, the current backlog of space needed to bring existing New Jersey libraries up to national standards would be 1,917,200 square feet. This represents only current requirements. This figure does not include those communities which have no direct library service from a local public library building. A rough estimate of total need, assuming that every person should have direct service from a local facility would be 3,584,000 square feet.

To consider population growth over the next 20 years, based on population projections promulgated by the New Jersey Department of Conservation and Economic Development in 1969, an additional 1,650,500 square feet would be needed to keep pace with the growth of population in the State.

Assuming that the facilities more than 50 years old need to be replaced, 826,500 square feet of new construction would be needed to replace them at their existing size.

Summarizing, public library construction needs of New Jersey over the next 20 year period would be the following;

Table IX

Total Need for New Library Construction in New Jersey Over the Next 20 Years (Based on Existing Buildings)

		Sq. Ft. Needed
1.	Backlog	1,917,200
2.	Population Growth	1,650,500
3.	Obsolescence	826,500
		4,394,200 x $30.00 = $128,826,00

Assuming a cost of $30.00 per square foot for construction only, more than $128,826,000 will be needed to make existing facilities adequate over the next 20 years.

Library Resources - Area Level

Two different measurements are used to determine adequacy at the Area level. These are the criteria established in Libraries for the People of New Jersey and Minimum Standards for Public Library Systems. Tables X and XI indicate the ability of Area Libraries to meet these two standards. Area Libraries are also required to provide specified services. (See Responsibilities of Area Libraries, Appendix Page 76)

The Area Library program has been continually evaluated since its initiation. The quality of its reference collections and services were the focal point of four studies:

Altman, Ellen - The Resource Capacity of Public Secondary School Libraries to Support Inter-Library Loan

Childers, Thomas - Telephone Information Services in New Jersey Libraries

Houser, Lloyd J. - New Jersey Area Libraries: A Pilot Project Toward the Evaluation of the Reference Collection

Crowley, Terrence - The Effectiveness of Information Service in Medium Size Public Libraries.

Table A

Area Library Criteria

Comparative Statistics

Area Library	150,000 Volumes Dec. 1971	5,000 Volumes Added Annually Dec. 1971	350 Periodicals Dec. 1971	8 Professional Staff Dec. 1971	150 Readers' Seats Dec. 1971	Open 60 Hours Per Week Dec. 1971
Bloomfield	135,404	9,870	481	12	295	68
Burlington County	244,038	25,158	716	12	216	68
Cape May County	113,916	9,640	218	5	150	62
Cumberland County	77,062	5,128	429	5	121	63
East Orange	305,650	15,986	659	26	139	68
Elizabeth	288,587	15,167	1,106	30	500	68
Hackensack	131,825	11,837	639	12	200	69
Hunterdon County	87,247	7,657	258	6	26	59
Jersey City	576,291	36,695	959	30	252	65 1/2
Linden	135,325	6,913	442	10	125	68
Monmouth County	303,965	40,471	1,664	20	150	60
Morris County	346,280	37,812	897	18	250	68
Newark	1,070,725	55,813	2,270	74	461	68
Ocean County	208,121	16,227	360	8	41	68
Paterson	283,109	20,605	860	23	210	70
Plainfield	150,944	10,124	495	13	226	68
Ridgewood	140,641	12,228	430	10	102	71
Somerset County	330,446	24,431	460	9	50	61 1/2
Sussex County	170,840	10,521	489	4	150	64
Trenton	251,338	9,892	550	19	167	69
Woodbridge	255,451	39,035	867	27	98	77

Table XI

ALA Minimum Standards for Public Library Systems, 1966

Standard	Number of Area Libraries Meet Standards	Number of Area Libraries Do Not Meet Standards
2 volumes Per Capita	10	11
Periodical Subscriptions - 1 Title for Every 250 People	15	6
16 mm. Films	0	21
Hours Open - 66 Hours a Week	15	6
Personnel - 1 for Every 2,000 People	19	2

Distance travelled to use Area services were tested to validate the basis for the concept that an Area Library be located within a half hour of every user enunciated in Libraries for the People of New Jersey in a study Distance and Time as Factors Influencing Area Library Use by Thomas Shaughnessey.

Uniqueness of high school collections and the high school use of the inter-library loan services of the Area Library in a study by Ellen Altman indicated a low level of duplication of titles and a need for greater use of the inter-library loan network by the schools.

Interlibrary cooperation between and among Area Libraries and involving local, first level libraries within each individual area was another subject for study.

At the present time the Area Library program is undergoing a thorough review by the Library Development Committee of the New Jersey Library Association. The program will be studied to see how closely the pattern of growth adheres to the basic concepts of the statewide plan, needs for revision or amendment to the program, and user satisfaction.

Funding Required to Bring Area Libraries Up to LDC Standards

Volumes needed for basic collections - 150,936 @ $10 v.	=	$1,509,360
Periodical subscriptions - 234 @ $10	=	2,340
Professional staff - 12 @ $8,500		102,000
		$1,613,700

Funding Required For Statewide Area-Library Service

	Population	20¢ per/cap	Base Grant	Total
Phillipsburg	---	---	$ 35,000	$ 35,000
Wayne	154,048	$ 30,810	35,000	65,810
Camden County	456,291	91,258	35,000	126,258
Salem	38,446	7,689	---	7,689
Gloucester	162,204	32,441	---	32,441
New Brunswick	226,624	45,325	35,000	80,325
Atlantic County	175,043	35,009	35,000	70,009
	1,212,656	$242,532	$175,000	$417,532

Institutional Libraries

State supported institutions may be divided into two major categories: Mental Health and Retardation Institutions and Correctional Institutions. Needs are identified for these two categories as follows:

Mental Health and Retardation Institutions

Collections

Standards for New Jersey's State Hospitals are covered in Hospital Libraries: Objectives and Standards which have been adopted by the following associations: American Hospital Association; American College of Surgeons; American Library Association, Medical Library Association; and Special Library Association. Special institutions (such as institutions for the retarded) will need at least 25% above the indicated minimum. These standards do not include additional books that may be needed for educational programs at a given institution.

It should be anticipated that approximately 20% of the collection should be replaced annually, due to loss, mutilation, or obsolescence.

Physical Facilities

Taking into consideration that most hospital libraries fail to provide adequate space for service, an average figure of $15,000 per institution is needed to provide adequate space, and provide basic equipment and supplies. Some institutions may require less and others more.

The cost for the eighteen institutions is approximately $274,000. Once space and equipment needs are met, about $700 per institution per year will be required to maintain adequate supplies, totalling $12,600.

Table XII

SUMMARY OF MENTAL HEALTH AND RETARDATION INSTITUTIONS' NEEDS

	First Year and Capital Expenditures	Annual Operating Expenditures
Personnel	$370,291.00	$370,291.00
Normal Annual Increments 5%		18,514.55
Library Materials		
Books	526,807.00	181,325.00
Periodicals	13,950.00	13,950.00
Supplies, Equipment, Minimum	12,600.00	12,600.00
Expansion & Initial Equipment Needs	274,000.00	----------
TOTALS	$1,127,648.00	$596,680.55

Correctional Institutions

The library component in any plan for improved education and rehabilitation programs in correctional institutions is vital and should be central if the greatest economy and efficiency in deploying staff and resources are to be achieved. The following needs are based upon major assumptions:

1. The cost of quality education, ranging from illiteracy, through high school, and into higher education would be exorbitant unless some measure of centralization can be achieved.
2. It is not feasible to mobilize potential student-inmates for efficient classroom size: It is possible to mobilize teaching materials and supplemental reading materials by tapping into already established inter-library channels and resources centers.
3. Cost and space limitation preclude the development of large, resident library collections in each institution; but the effective use of outside channels and resources requires the professional skills of well-trained librarians.
4. The library's traditional role in adult education, and its potential in vocational education should be utilized to the full.
5. The operation of an institutional library in itself provides some vocational training opportunities at both para-professional and professional levels. These opportunities are strengthened by a recent policy statement by the

New Jersey Library Association that libraries will conscientiously attempt to hire former prisoners.

It is also suggested that new teaching techniques, employing modern technology, be considered in conjunction with the library program: e.g.,

prepared syllabi
closed circuit television; taped courses
correspondence - type courses
external degree opportunities, including high school equivalency preparation
prepared booklists and bibliographies as guides to both curricula-oriented and supplemental reading
effective "readers' guidance".

The cost of such teaching materials and equipment is not included below since they will depend upon basic decisions as to the educational program. All these elements, however, have implications for the library and library program.

The following needs are based upon standards enunciated in:

(a) Library Services in New Jersey State Institutions: A Survey with Recommendations, by Genevieve M. Casey. New Jersey State Library and the Graduate School of Library Service, Rutgers University, 1968.

(b) "Library Services" in Manual of Correctional Standards. American Correctional Association, 1966.

Table XIII

SUMMARY
CAPITAL & OPERATING EXPENDITURES

Library Programs in Correctional Institutions

	1st Year & Capital Expenditures	Annual Operating Expenditures
Personnel	$154,000	$154,000
Normal Annual Increments @ 5%	---	7,705
Library Materials		
Books	400,400	43,043
Periodicals	6,000	6,000
Pamphlets	3,750	375
Legal Materials	30,000	6,000
Audio-Visual Materials	71,000	10,000
Replacements	---	4,304
Supplies, Equipment, Minimum (Program Phased In)	10,000	8,000
Expansion/renovation of Facilities	110,000	15,000
TOTALS	$785,250	$254,527

Audio-Visual Needs

Lowell A. Martin in his Library Response to Urban Change states:

> "The very concept of media services must be changed from that of a separate adjunct to the central enterprise of providing books and giving 'regular' library service, to one of creating a new integrated library environment for all who are alert to the trends, artistic expressions, fads and issues around them."

New Jersey public libraries have lagged behind other public libraries of the nation and school libraries in the State in the provision of non-print or multi-media materials. (Table XIV) In particular, the provision of 16 mm. films has been a gradually developing service but one which has had a greater impetus within the last year or two.

In 1971, Harold Goldstein, of Florida State Univeristy, conducted a study to identify 16 mm. film needs of the State and to recommend a pattern of service which would provide statewide access to film resources. Goldstein's recommendations (See Appendix Page 91) were reviewed by a special advisory committee to the study which was composed of local libraries providing film services, representatives of the State's two film circuits, and a County A-V center for schools. Goldstein's recommendations were revised to be consistent with the LDC concept of building on strength (See Appendix Page 93) and to be within the funding capabilities of the State.

Manpower Needs

A study just completed "New Jersey Library Manpower: Patterns and Projections" estimated the manpower presently utilized in all New Jersey libraries as 10,000 persons. 4,500 of the 10,000 total are employed in public libraries. Approximately one-third of the public

AUDIO-VISUAL COLLECTIONS

Table XIV

Titles Held in New Jersey Public Libraries
Showing Number of Libraries by Area - 1971

Area	No. of Lib.	FILMS				RECORDINGS					
		Movie-8mm	* Movie-16mm	Film Strips	Slides and Transparancies	Disc	Cassette	Tapes	Sculpture	Mounted Pictures & Maps	Art Prints
Atlantic	(13)	0	6 (2)	284 (2)	0	4,315 (9)	120 (2)	48 (1)	0	0	0
Hackensack Area	(33)	83 (3)	212 (4)	1,066 (16)	38 (1)	30,791 (25)	1,228 (12)	0	40 (1)	62,000 (1)	9,544 (6)
Ridgewood Area	(27)	125 (2)	78 (3)	243 (6)	16 (1)	11,348 (17)	1,028 (6)	116 (1)	37 (1)	0	321 (4)
Burlington Area	(13)	308 (3)	44 (1)	122 (1)	9 (1)	4,177 (10)	0	0	0	2,013 (1)	573 (5)
Camden	(20)	270 (3)	66 (2)	120 (3)	0	5,078 (12)	221 (3)	0	0	0	25 (1)
Cape May	(7)	95 (1)	0	0	0	1,239 (5)	13 (1)	0	0	0	157 (1)
Cumberland & Salem Area	(11)	54 (1)	35 (1)	140 (5)	306 (1)	5,384 (9)	57 (3)	0	0	0	68 (1)
Bloomfield Area	(11)	113 (2)	125 (3)	600 (7)	0	10,769 (10)	212 (6)	4 (1)	0	0	850 (1)
East Orange	(8)	252 (3)	513 (5)	1,628 (6)	361 (1)	18,447 (8)	82 (2)	0	0	0	177 (3)
Newark Area	(5)	0	76 (1)	494 (2)	0	5,488 (5)	21 (1)	0	0	0	0
Gloucester	(14)	0	0	44 (1)	0	677 (3)	52 (2)	0	0	0	8 (1)
Hudson	(8)	150 (1)	99 (2)	1,062 (3)	835 (2)	7,013 (5)	113 (3)	14 (1)	0	16,352 (1)	0
Hunterdon	(8)	0	0	50 (1)	0	880 (2)	0	0	0	0	0
Mercer	(5)	76 (1)	141 (2)	341 (3)	500 (1)	6,860 (3)	90 (1)	0	27 (1)	0	64 (1)
Woodbridge Area	(6)	0	379 (1)	112 (2)	406 (1)	4,818 (5)	0	0	0	0	1,500 (1)
Middlesex	(12)	124 (2)	39 (1)	901 (5)	2 (1)	6,869 (8)	182 (2)	0	0	0	98 (1)
Monmouth	(24)	72 (1)	378 (1)	280 (4)	0	7,418 (13)	223 (5)	0	0	0	156 (3)
Morris	(29)	344 (3)	343 (2)	618 (6)	1,003 (2)	10,593 (10)	1,245 (5)	33 (2)	206 (1)	0	866 (8)
Ocean	(6)	0	75 (1)	0	0	891 (1)	20 (1)	0	0	0	127 (1)
Paterson Area	(4)	0	50 (2)	260 (1)	225 (1)	7,441 (4)	38 (2)	0	0	0	0
Passaic	(10)	0	0	184 (4)	0	2,842 (9)	88 (3)	0	0	0	27 (1)
Somerset Area	(11)	0	0	332 (4)	0	5,442 (6)	63 (3)	0	0	0	59 (1)
Sussex Warren Area	(10)	0	32 (2)	0	0	8,350 (5)	0	0	0	0	50 (1)
Elizabeth Area	(5)	0	120 (1)	329 (1)	150 (1)	8,724 (4)	0	0	0	195,616 (1)	777 (1)
Linden Area	(5)	60 (2)	51 (2)	476 (3)	736 (1)	5,651 (4)	104 (3)	0	0	0	98 (1)
Plainfield	(17)	0	108 (2)	174 (4)	2,665 (2)	9,983 (12)	120 (1)	0	42 (2)	618 (1)	216 (3)
Reporting Libraries	(322)	28	40	90	17	204	67	6	6	5	46
Titles Reported		2,126	2,970	9,860	7,252	191,488	5,320	215	352	276,599	15,761

* Three libraries reported holding 50 titles from the New Jersey Film Circuit.
Seven libraries reported holding 937 titles from the Garden State Film Circuit. These are not reported above.

library staffs are professional, one-fifth technicians and one-half clerical.

42% of 150 of the 360 current vacancies in libraries throughout the State are in public libraries. One-half of these vacancies are for professional librarians. Projections of future needs indicate that library staffs need to increase by 25 to 30 percent over the next five years. One-half of the new positions will be clerical, 30 percent professional and about 20 percent technical assistance.

In addition, the study indicated a definite need for a program of continuing education and in-service training.

OTHER FACTORS AFFECTING PUBLIC LIBRARY DEVELOPMENT

EDUCATIONAL COMMUNITY

The general supervision and control of public education in the State is vested in a State Board of Education and the New Jersey Department of Education. Public education in New Jersey is supported from a real estate tax which is levied locally to support the local school budget. There are 600 school districts in the State. Sixty-four of these represent regional districts. Most of the 64 are regional high school districts. Level of support for public education is not uniform throughout the State. Schools located in urban areas and integration of school populations have been two areas of concern of the New Jersey Department of Education in the last five years. There has been a real effort to assess the educational needs of the State and to establish goals and objectives for future planning. The Our Schools project, which began on April 25, 1970, was directed toward these aims. Two State-wide conferences including educators, interested citizens, and governmental officials, 15 regional conferences, and a State-wide opinion poll established goals for the State's public schools. (See Appendix Page 65)

In the first six months of 1972, three events have occurred which have important implications for the future of edcuation in New Jersey.

Two of these events have been court decisions. The first, known as the Botter decision, requires that quality education be equally available to all children of the State either through a new taxing pattern or a new distribution of State aid to schools. The second decision, known as the "Jenkins decision," was a unanimous decision of the State Supreme Court which gave the State Commissioner of Education full power

to direct the merger of school boards if he finds it necessary for the fulfillment of the State's educational and desegregation policies in the public schools.

The third and extremely important factor in the future of education are the recommendations of the New Jersey Tax Policy Committee. The recommendations propose a complete restructuring of New Jersey's tax system to reduce local property taxes and introduce a personal income tax. Nine specific recommendations were made for education but the recommendation with the most impact is: "That the State assume responsibility for all of the operation costs of a standard quality education."

These three new elements in the future of educational programs in the State may directly affect the funding pattern and organization of public library services.

Beyond the high school level, the Department of Higher Education is presently developing a State-wide plan for the State's colleges and universities. There are 61 colleges and universities in New Jersey. One area of development having a direct effect on the use of public libraries is the establishment of the two-year community colleges at the county level. There are 13 county colleges now in existence. The student body of the community colleges is often composed of commuting students who turn to their local libraries for the materials they need.

Another factor affecting public library use will be the implementation of the Edison College concept - a college without a campus or formal classroom instruction. Edison College will make undergraduate degrees available to persons on the basis of:

1. previous college credits
2. any credible learning experience that can be documented
3. successfully completed proficiency examinations.

SCHOOL LIBRARIES

There are 1,588 libraries in the public schools of New Jersey. 399 of these are libraries in secondary schools. They serve an enrollment of 1,477,469 with a per pupil expenditure of $4.29. The size of the book collections range from over 25,000 volumes to under 1,000. The State per pupil book stock is 7.6 and there is one librarian for every 954 pupils.

The State's private schools have an enrollment of 291,088 pupils. 460 school libraries with book collections ranging from over 20,000 to less than 1,000 have a per pupil expenditure of $2.66. Book stock per pupil is 6.7 volumes and there is a ratio of one librarian for every 1,428 pupils.

School media standards call for 20 volumes per student or a collection of 10,000 volumes, whichever is greater, and one librarian for every 250 students. State-wide averages would seem to indicate that in many communities the public library will play an important role in supplying needed reading materials to students.

COLLEGE AND UNIVERSITY LIBRARIES

The 61 colleges and universities of the State have libraries as large as Princeton University's over two million volume collection to those as small as Englewood Cliffs College collection of 9,336 volumes. College library standards call for minimum collections of 50,000 volumes. About half of the college libraries in New Jersey do not meet this minimum standard.

In addition, the college student in New Jersey is often a commuting student. Public libraries are, therefore, the source to which college students turn for research and assignments.

SPECIAL LIBRARIES

Industry has found New Jersey a favorable site for the location of the Research and Development component of corporations. The availability of the fine collections at Princeton University, Rutgers University and the Newark Public Library has been one factor in encouraging this trend. The availability of trained research graduates from the two universities is another.

206 special libraries support these Research and Development components. Of these 206, approximately 125 represent private, industrial libraries. They range in size and sophistication from the computerized information retrieval operation of Bell Telephone Laboratories to the one-man library.

In addition, twenty-four law libraries, twenty medical libraries and fourteen historical society libraries serve special clienteles.

OTHER SOURCES OF INFORMATION

Use studies have indicated that the library is only one of the community agencies that provides information. Approximately 25% of the population use public libraries. In communities with high educational levels, the use of public libraries is higher.

Sources of information for non-users are usually identified as newspapers, television, radio, friends and neighbors, etc. Governmental

agencies are another frequent source of information. This is an area that needs further exploration in New Jersey.

However, some facts can be gathered as to presently known sources of information.

There are 321 newspapers published in New Jersey. In addition, because of its location between Philadelphia and New York, the newspapers of these two metropolitan areas are read regularly by the suburbs that surround them.

Several newspapers carry a feature called "Action Line". An examination of this column reveals that it is very often used as a source of securing specific information.

New Jersey has one T.V. educational channel. Again, because of its location between New York and Philadelphia, it has access to a wide array of broadcasts. A fairly new aspect of T.V., cable television, has begun to have an impact on the State. 150 of New Jersey's 567 municipalities have, or are in the process of granting, CATV franchises. Rules issued by the Federal Communications Commission require two free channels -- one for educational programming and one for use of local government. This is an ideal time for public libraries to utilize a medium to create new, creative out-reach programs.

FIVE-YEAR PROGRAM FOR PUBLIC LIBRARY

DEVELOPMENT WITH LSCA FUNDS

GOALS AND OBJECTIVES

Goals and objectives for the use of LSCA funds for the coming five years have been formulated through discussion with staff of the New Jersey State Library and the LSCA Advisory Council.

The LSCA Advisory Council is comprised of representatives of the library community and library users. The Council met six times to formulate and review goals and objectives for the five-year program. The Council met as one group and as smaller sub-committees to draft goals and objectives using national priorities, LSCA priorities, and data about past and on-going programs to assist them in decision making. A restraint placed on broadening the goals and objectives to include all library services in the State was the knowledge that the NJLA Library Development Committee was undertaking a thorough, two-year study which would eventuate in a new state-wide plan for library development.

It became apparent very early in the formulation period that data about user needs was lacking. Utilizing our "library user" representatives, the Council identified an imperative need for intensifying the function of the public library as an educational institution. The citizens of the State as well as the citizens of the nation need a public library service which will educate them, inform them, and assist them in their preparation for future or new careers. Goals were written and re-written and finally amalgamated into one broad, overall goal to express this concern. Sub-goals, objectives and priorities were developed in a similar fashion.

Goal

The attainment of excellence in educational opportunities, improved literacy levels, and greater employment potential through the

dissemination of information and materials needed by an informed public of all ages, races, and economic levels.

Sub-Goals

1. Expansion of the education function of the public library to encompass all ages and all levels of literacy in a program of informal and formal activities.
2. Maximize the availability of quality library service for all the citizens of the State regardless of educational, economic, social, geographic or other limiting factors.
3. Education of staff, professional and paraprofessional, in attitudes, skills, and motivation to provide quality library services.

Objectives

First Priority - Accessibility of library services to the handicapped and institutionalized, and the rural and urban poor.

Second Priority - The strengthening of the New Jersey State Library staff and resources to administer, implement, and develop public library programs.

Third Priority - A network of library systems covering the entire State through which information and resource needs can be channelled effectively and efficiently.

Fourth Priority - Recruitment and training of staff to assist in the planning and implementing of quality library services to urban and rural areas with high concentration of low income families.

Fifth Priority - Development of Bi-Lingual Right to Read, Open University, Drug Abuse, Environmental Control, individualized learning, and career development programs.

Implementation of Goals and Objectives

Programs to achieve the Goals and Objectives are to be implemented concurrently. Six major programs can be identified as the structure upon which to base sub-programs and individual projects. These are:

A. The development of the local or first level of service to adequacy levels defined in the plan.

B. The completion of designation of Area Libraries and the development of all Area Libraries to adequacy levels defined in the plan.

C. The strengthening of services at the Research and Regional level.

D. Development of programs to reach the non-user, the institutionalized, and the handicapped.

E. Provision of facilities that will support programs and services to meet basic needs.

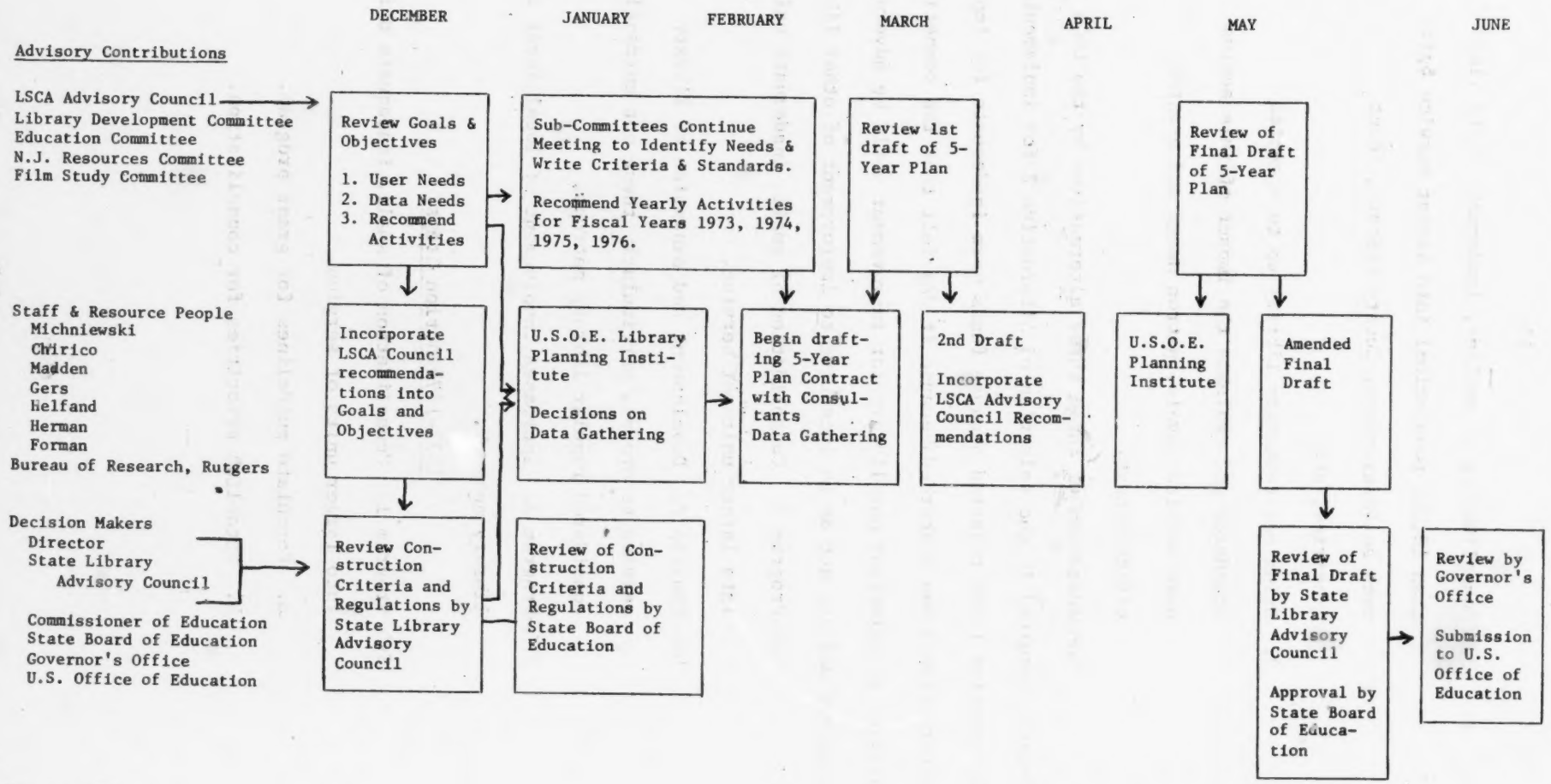
F. Evaluation and continuous planning.

MAJOR PROGRAM A

The Development of the Local or First Level of Service Alternatives

1. Development of resources and staff of each local library to meet established standards.

GOAL AND OBJECTIVE DECISION MAKING PROCESS



May 25, 1972

2. Consolidation of smaller, inadequate units (less than 10,000 population) into larger service units such as Federations, County Library, Joint Libraries, etc.

3. Bring one community library up to accepted standards and evaluate the impact of this action upon service levels, patron usage and program effectiveness.

Consideration of these three alternatives by the LSCA Advisory Council resulted in the selection of Alternative 2 for implementation. Alternative 1 was rejected because funds were inadequate for implementation. Alternative 3 was discarded because it was felt that the competitive aspect present in selecting one library for improvement would be adversely received and not act as an incentive to improvement of other libraries.

Sub-Program 1. Consolidation of small, inadequate units into larger units of service.

Sub-Program 2. Development and expansion of library service to groups, particularly those not currently considered regular library patrons.

Sub-Program 3. Increased involvement of local level in library network.

1973-1974 Action Steps

Sub-Program 1. Consolidation of small, inadequate units into larger units of service.

a. Formulate guidelines for grant program.

b. Establish priorities for consolidation.

c. Identify evaluation measurements for sub-program.

Sub-Program 2. Development and expansion of library service to groups.

a. Initiate grant programs for service programs to the aged, shut-ins, right-to-read, individualized learning, etc. to serve as models for state.

b. Continue grant programs for services to the disadvantaged.

c. Encourage increased involvement of library staff in civic affairs so that potential service opportunities to groups can be identified.

Sub-Program 3. Increased involvement of local level in library network.

a. Grants to promote model reciprocal borrowing activities, identify costs and reimbursement factors.

b. Grants to improve interlibrary loan activities throughout an Area.

c. Area-Wide Coordinating Council signators to Area Library agreement.

1975-1976 Action Steps

Sub-Program 1. Consolidation of smaller inadequate units.

a. Publicize and implement grant program to encourage consolidation.

b. Begin assembling of data for evaluation.

Sub-Program 2. Development and expansion of library service to groups.

a. Complete models of out-reach programs and have operational service programs based on models throughout the State.

b. Continue grant program for library services to the disadvantaged.

Sub-Program 3. Increased involvement of local level in library network.

a. Have in operation and funded several on-going reciprocal borrowing arrangements.

b. Centralized acquisitions and purchasing.

1977 Action Steps

Sub-Program 1. Consolidation of smaller inadequate units.

a. Expand grant program to new projects.

b. Evaluate existing projects to determine advisability of continuation and necessary modifications in program.

Sub-Program 2. Development and expansion of library service to groups.

a. Continue to actively promote services to the adult community and groups.

b. Continue grant programs for library services to the disadvantaged.

Sub-Program 3. Increased involvement of local level in library networks.

a. Reciprocal borrowing a mandatory part of Area Library program.

b. Mandatory participation of local library in systems of Area's programs.

MAJOR PROGRAM B

The Strengthening of Services at the Research and Regional Levels

Sub-Program 1. Strengthening the State Library.

Sub-Program 2. Strengthening Research services.

Sub-Program 3. Expansion of Regional Library services for entire State.

Sub-Program 4. State-wide services.

1973-1974 Action Steps

Sub-Program 1. Strengthening the State Library

a. Further strengthen consultative and advisory services to public libraries throughout the State.

b. Experiment with new technological developments.

c. Development of a program of self-evaluation for Area and local libraries through checklists and performance guides.

d. Expansion of workshops and other in-service training opportunities.

e. Continue and intensify the provision of State-wide technical assistance in the development and implementation of out-reach programs.

f. Initiate program to standardize library statistics.

Sub-Program 2. Strengthen Research Services

a. Improve operational services of the inter-library loan system through implementation of telecommunications.

b. Study the need for expanded service to smaller businesses.

c. Continue expansion of reference services.

d. Complete MAC project for four Research Libraries.

Sub-Program 3. Expansion of Regional Library for entire State.

a. Designate New Jersey State Library the Regional Library for remainder of State.

b. Continue to improve interlibrary loan services through expanded collections and delivery systems.

Sub-Program 4. State-Wide Services.

a. Initiate provision of film services through Regional Film Centers.

b. Initiate Phase 2 of Technical Processing Study.

1975-1976 Action Steps

Sub-Program 1. Strengthening the State Library.

a. Continue to strengthen consultative and advisory services.

b. Continue provision of in-service training and continuing education opportunities.

c. Develop and refine levels of responsibility and resource development for all levels of library service.

d. Formulate meaningful report forms to assist in evaluation process.

Sub-Program 2. Strengthen Research Services.

a. Expand use of telecommunications for greater efficiency of information network.

b. Identify areas for subject development.

c. Compile union list of periodical holdings of Research Libraries.

Sub-Program 3. Expansion of Regional Library services for entire State.

a. Continue to improve operational system of inter-library loan.

b. Increase scope and depth of book collections.

c. Strengthen staff of Regional Libraries.

Sub-Program 4. State-wide services.

a. Further strengthen and develop film services through Regional Film Centers.

b. Expand film services to include other forms of non-print materials.

1977 Action Steps

Sub-Program 1. Strengthen the State Library.

a. Continue to strengthen consultative and advisory services.

b. Continue the provision of in-service training and continuing education opportunities.

c. Secure technical assistance for exhaustive and comprehensive evaluation of State-Wide plan.

Sub-Program 2. Strengthen Research services.

a. Continue improvement of research services.

Sub-Program 3. Expansion of Regional Library services for entire State.

a. Continue to improve interlibrary loan services.

b. Conduct comprehensive study of effectiveness of interlibrary loan service.

Sub-Program 4. State-Wide services.

a. Consider new technologies for provision of multi-media.

b. Evaluate provision of State-wide film services.

c. Implement recommendations of Phase 2 Technical Processing Study.

MAJOR PROGRAM C

The Completion of Designation of Area Libraries and the Development of all Area Libraries to Adequacy Levels Defined in the Plan

Sub-Program 1. Phasing out of the Developmental Grant Program.

Sub-Program 2. Development of resources and staff of Area Libraries to meet established standards.

Sub-Program 3. Full implementation of Minimal Services Program for Area Libraries.

1973-1974 Action Steps

Sub-Program 1. Phasing out of the Developmental Grant Program.

a. Designation of additional Area Libraries so that entire State will have Area Library service.

Sub-Program 2. Development of resources and staff of Area Libraries to meet established standards.

a. Begin the development of measurements of effectiveness of Area Library services.

b. Examine existing data on Area Library services and identify areas where data is needed.

c. Evaluate Area Library services.

Sub-Program 3. Full implementation of Minimal Services Program For Area Libraries.

a. Revise Minimal Services Program For Area Libraries.

1975-1976 Action Steps

Sub-Program 1. Phasing out of the Developmental Grant Program. (Should need no further action.)

Sub-Program 2. Development of resources and staff of Area Libraries to meet established standards.

a. Complete development of Area Library collections and staff.

d. Evaluate effectiveness of Area Library services as basis for further action (findings and recommendations of LDC should be taken into consideration at this time).

MAJOR PROGRAM D

Development of Programs to Reach the Non-User, the Institutionalized, and the Handicapped

Sub-Program 1. Provision of adequate library services in

institutions.

Sub-Program 2. Provision of adequate library services to the blind and handicapped.

Sub-Program 3. Development of programs to reach the non-user.

1973-1974 Action Steps

Sub-Program 1. Provision of adequate library services in New Jersey supported institutions.

a. Strengthen consultative services to institutions.

b. Recruit and train staff for institutional libraries.

c. Tie institutions into State-wide network through grants to Area Libraries to serve institutions.

d. In-service training of staff and education components of institutions.

Sub-Program 2. Provision of adequate library service to blind and handicapped.

a. Strengthen New Jersey Library for the Blind and Handicapped.

b. Strengthen communications with local and Area Libraries to reach blind and handicapped with services.

c. Begin strengthening of local and Area collections to serve the blind and handicapped.

Sub-Program 3. Development of programs to reach the non-user.

a. Identification of needs of the non-user.

b. Communication of needs of non-user to library community.

c. Development of programs to reach the non-user.

1975-1976 Action Steps

Sub-Program 1. Provision of adequate library services in New Jersey State supported institutions.

a. Continue strengthening consultative services to institutions.

b. Enlarge collections of institutional libraries to meet existing standards or 50% of standards.

Sub-Program 2. Provision of adequate library services to the blind and handicapped.

a. Continue to strengthen New Jersey Library for the Blind and Handicapped.

b. Expand service to blind and handicapped.

Sub-Program 3.

a. Implement programs to reach the non-user.

1977 Action Steps

Sub-Program 1. Provision of adequate library services in New Jersey State supported institutions.

a. Continue to strengthen consultative services to institutions.

b. Place relevant staff in State institutions.

Sub-Program 2. Provision of adequate library services to the blind and handicapped.

a. Continue to strengthen New Jersey Library for the Blind and Handicapped.

b. Continue to expand service to the blind and handicapped.

Sub-Program 3. Development of programs to reach the non-user.

a. Continue to develop and implement programs for the non-user.

b. Begin design of new needs assessment study to identify library user and detect new trends, if any, in library use.

MAJOR PROGRAM E

Provision of Facilities That Will Support Programs and Services to Meet Basic Needs

Sub-Program 1. Construction grants to assist in funding of local and area library construction.

Sub-Program 2. Consultant grants to assist in developing services and building programs.

1973-1977 Action Steps

1. Continue grant programs to assist in funding of public library construction.
2. Continue consultant grants to assist in developing services and building programs.
3. Sponsor workshop in building fund campaigns.

1973-1974 Action Steps

1. Survey accessibility of all public library construction for the handicapped.
2. Provide adequate facilities for the Library for the Blind and Handicapped.

1975-1976 Action Steps

1. Develop guidelines for promoting a successful building campaign.
2. Sponsor workshop in building fund campaigns.
3. Evaluate consultant program with consideration of improvement of completed study.

1977 Action Steps

1. Up-date State-wide survey of construction needs as basis for further action.

MAJOR PROGRAM F

Evaluation and Continuous Planning

Specific Action Steps in the previous Major Programs have identified needs for evaluation and the assembling of data to assist in continuous planning. The information available for planning purposes at this time has been compiled through process and product evaluation. The formulation of better evaluative measurements is of utmost importance.

Sub-Program 1. Needs assessment and user studies.

Sub-Program 2. Formulation of evaluative criteria and measurements for on-going programs.

Sub-Program 3. Evaluation of on-going programs.

Action Steps

Sub-Program 1. Needs assessment and user studies.

1973-1974 Action Steps

a. State-wide needs assessment study.

b. Manpower need study.

1975-1976 Action Steps

a. Up-date needs of institutional libraries.

b. Identify audience for library services to the handicapped.

Sub-Program 2. Formulation of evaluative criteria and measurements for on-going programs.

1973-1974 Action Steps

a. Develop measurements for evaluation of disadvantaged program.

b. Develop measurements for quality library services and collections.

1975-1976 Action Steps

a. Design study for measurement of effectiveness of interlibrary loan services and reference services of Area and Research libraries.

b. Up-date needs assessment of original five-year plan.

Sub-Program 3. Evaluation of on-going programs.

1973-1974 Action Steps

a. Evaluate impact of disadvantaged programs.

b. Evaluate quality of Area Library book collections.

c. Evaluate quality of reference services of Area Libraries.

d. Re-examine Area Library boundaries and orientation of users to Area Library headquarters.

1975-1976 Action Steps

a. State-wide study of effectiveness of library network.

1977 Action Steps

a. Evaluate quality of Regional Library collections and services.

Priorities for Selection of Annual Projects

First Priority - Programs which are mandated by LSCA Regulations.

Second Priority - Programs which are responsive to national priorities.

Third Priority - Programs which will act as catalysts to effect change in public libraries.

Criteria for Implementation of Annual Projects

1. Is the project compatible with Goals and Objectives of the five-year plan and the Goals of the Commissioner of Education?
2. Is the total cost of the project within the financial limitations of available LSCA funds?
3. Will the project reach library users previously unserved?
4. Does the project encourage the sharing of library resources across political jurisdictions or among types of libraries?
5. Does the project have a reasonable chance to succeed? Is there evidence of local or state commitment to continue the project?
6. Can project be used as model for the rest of the state or the nation?
7. What is the competency of local personnel?
8. What is the level of community involvement?

GOALS OF NEW JERSEY

COMMISSIONER OF EDUCATION

1. INCREASE THE EDUCATIONAL OPPORTUNITIES FOR PRE-SCHOOL CHILDREN.

2. MAXIMIZE EDUCATIONAL SERVICES DIRECTED TOWARD THE URBAN AND RURAL POOR.

3. ENCOURAGE THE EDUCATIONAL COMMUNITY AT EVERY LEVEL TO PROVIDE OPPORTUNITIES FOR STUDENTS TO ACQUIRE ADEQUATE INFORMATION AND EXPERIENCES IN ORDER TO ALLOW SELECTION OF CAREER OBJECTIVES CONSISTENT WITH ABILITIES AND ASPIRATIONS.

4. PARTICIPATE IN TEACHER TRAINING AND RE-TRAINING PROGRAMS.

5. ADDRESS THE PROBLEM OF MEETING THE INDIVIDUAL NEEDS IN THE EDUCATION OF ALL YOUNG PEOPLE.

6. ACHIEVE RACIAL INTEGRATION OF THE SCHOOLS.

7. DEVELOP COMMUNICATION TO ESTABLISH A COMMON UNDERSTANDING WITH THE YOUTH OF NEW JERSEY.

8. CREATE A CLIMATE OF UNDERSTANDING AND CONCERN FOR THE ENVIRONMENT IN WHICH WE LIVE.

9. CHALLENGE SOME OF THE BASIC STRUCTURES WITHIN WHICH EDUCATION OPERATES.

STATEWIDE EDUCATIONAL GOALS

THE NEW JERSEY NEEDS ASSESSMENT ADVISORY COUNCIL

Proposes The Following Set of Statewide
Educational *Outcome Goals* For New Jersey

The public schools of New Jersey should help every person in the State:

To acquire basic skills in obtaining information, solving problems, thinking critically, and communicating effectively.

To acquire a stock of basic information concerning the principles of the physical, biological, and social sciences, the historical record of human achievements and failures, and current social issues.

To become an effective and responsible contributor to the decision-making processes of the political and other institutions of the community, state, country, and world.

To acquire the knowledge, skills, and understandings that permit him/her to play a satisfying and responsible role as both producer and consumer.

To acquire the ability to form satisfying and responsible relationships with a wide range of other people, including but not limited to those with social and cultural characteristics different from his/her own.

To acquire the capacities for playing satisfying and responsible roles in family life.

To acquire the knowledge, habits, and attitudes that promote personal and public health, both physical and mental.

To acquire the ability and the desire to express himself/herself creatively in one or more of the arts, and to appreciate the esthetic expressions of other people.

To acquire an understanding of ethical principles and values and the ability to apply them to his/her own life.

To develop an understanding of his/her own worth, abilities, potentialities, and limitations.

To learn to enjoy the process of learning and to acquire the skills necessary for a lifetime of continuous learning and adaptation to change.

THE NEW JERSEY NEEDS ASSESSMENT ADVISORY COUNCIL

Proposes The Following Set of Statewide
Educational *Process Goals* For New Jersey

Insure that all instruction bears a meaningful relationship to the present or future needs and/or interest of students.

Insure that each student has significant opportunities, consistent with his/her age, for helping to determine the nature of his/her educational experiences.

Insure that specialized and individualized kinds of educational experiences are available for meeting the particular needs of every student.

Insure that teachers and students have significant opportunities for participating in the decisions affecting the operations of the schools they work in or attend.

Provide comprehensive guidance facilities and services of high quality for every student.

Seek to structure competition among students in ways that are less harmful than present practices are.

Insure that the resources available for education are used with maximum efficiency.

Insure that instructional, administrative and support staffs are of high quality in every respect.

Develop and utilize diverse forms of constructive cooperation with parents and community groups.

PRINCIPLES FOR
A PLAN OF LIBRARY SERVICE FOR NEW JERSEY

The New Jersey Library Association has gathered as complete information as possible about the condition of library service in New Jersey. When measured against minimum standards, library resources in the State show very serious deficiencies. Three-fourths of New Jersey residents do not have access to the printed materials and library services required to meet their educational and informational needs.

The Library Development Committee of N.J.L.A. has been meeting throughout the past year to develop a plan which would enable all or most New Jersey libraries to come up to standard. The broad outline of such a plan is presented here. These are the principles which the Committee has developed. Further study and field work on application of the principles are currently going forward, and a detailed plan will be completed by the summer of 1964.

The essential purpose of the plan is to bring adequate library services to all New Jersey readers, and to do so by means of a coordinated program over the State.

Plan Based on Three Levels of Service

Library resources in New Jersey must develop at three levels if needs are to be met. These levels are related, one in a sense leading to another and reinforcing the others. Together they provide a coordinated structure -- a state-wide library program -- that draws on all resources and makes them widely available.

The three levels have been designated as local facilities, area services, and state-wide resources.

Local service includes the wide range of libraries that provide direct service to people. There are 344 public libraries in this category, at least 1046 school libraries, *41 college and university libraries, and at least 161 special libraries -- a total of approximately 1592 local library units in New Jersey. A few of these are superior by any standards, some come up to minimum standards, but many are not equal to the demands upon them. Any plan must provide for the strengthening of these grass-roots resources, and for their coordination, so that each does not stand alone.

The second or "area" level of library service exists at present only in isolated instances in New Jersey. It comes into play when a reader goes beyond his own facilities -- whether in his community, his school, his place of business -- to use resources at a distance. For example, the Newark Public Library functions unofficially in this capacity, as do some of the university libraries. However, this is not a recognized program, it is available in some areas but not in others, and is supported only by local resources - not a sound financial basis. The plan of the Library Development Committee introduces a second level of service over the state, building on existing points of strength. This will bring a relatively high level of library resource within one-half hour of most adults and students in New Jersey.

The third level is a network still to be established among specialized and research collections in the State Library, the State University, other universities the Newark Public Library, and distinctive corporate libraries. This will ensure the existence at some point in the State of an advanced collection in subject fields important to New Jersey, and the right to full use of these resources as needed.

---

*We have received reports from 346 public secondary school libraries, 493 public elementary school libraries, 278 private and parochial school libraries, 14 separate vocational and technical high school libraries, making a total of 1046 school libraries, serving 2706 schools in New Jersey (as of 9/62).

Principles for Developing Local Libraries in a State-Wide Plan

1. All types of local libraries - public, school, college and special - must have the strength to meet the immediate needs of their readers, if the total library program is to achieve a high level of service for the State.

2. To participate in the state-wide plan, localities must make a reasonable financial effort in support of public library service, probably at the minimum level of $2.00 per capita; state aid will not be distributed to localities that do not help themselves to this minimum level.

3. Localities which make the prescribed financial effort and which show promise of achieving local standards will receive state aid of $1.00 per capita annually; state financial resources will thus carry one-third of the cost of the foundation for this part of the educational program.

4. Exceptional areas in New Jersey with depressed financial resources will receive extra state aid, up to an additional $.50 per capita, provided they make a reasonable financial effort.

5. No new public libraries should be established unless they achieve standards for local libraries or unless they present a plan to the State showing how standards will be achieved.

6. Establishment grants are to be provided for localities which join, federate or contract with other localities, under state law, to establish or enlarge library units.

7. As a guide and source of improvement for existing smaller and weaker libraries, fourteen to fifteen area consultants or field workers should be provided in regions of New Jersey, as part of the extension program of the State Library.

8. The position of school library coordinator should be established in each county school superintendent's office in New Jersey.

9. The State Education Department should establish a regulation calling for an expenditure of at least $4.00 per pupil annually in each school system for library and related materials.

10. In view of the heavy demand by students for library resources and services, the state should include money for library support in additional state aid for schools; library aid should also be provided for community colleges as they develop.

Principles for Developing Area Service

1. To provide a high standard of library resource within one half-hour of most New Jersey residents, there shall be established twenty to twenty-four "area libraries" in sections of New Jersey.

2. These centers are to have collections of 150,000 volumes, with considerable subject strength, and strong reference staffs.

3. They will provide reading and reference service but not, at present, circulation service to all persons in the area, and inter-library loan service to libraries in the district.

4. The area libraries are to be developed for reference use by both students (high school and commuting college) and adults.

5. The area centers will not be new and separate agencies but rather will be existing libraries with a foundation of strength which will be built up to achieve area standards.

6. The Newark Public Library, with a substantially larger collection, is to serve as a super-area resource, for providing, on referral, special materials and subject service not available in the area centers of the northern metropolitan district.

7. Funds for area service will be provided by special state grants, on the basis of number of persons in the regional service area, outside the regular district of the library, possibly at the rate of $.50 per capita.

8. At certain points where sections of New Jersey are oriented outside the State (for example, in the Phillipsburg area), inter-state compacts for area service will be explored.

Principles for Developing State Level Resources

1. A Council on State-Wide Library Resources is to be formed, with the State Librarian as Chairman, and with membership from major university and research libraries in the State.

2. The Council will select subject fields (for example, medicine, agriculture, etc.) for priority attention, on the basis of New Jersey needs.

3. Individual libraries will be designated to carry responsibility in specific subject fields, forming together a network of resources.

4. Network libraries will receive annual state grants to help maintain the designated subject collections.

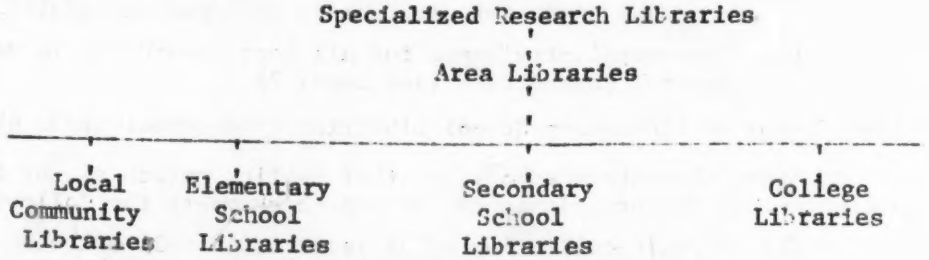
5. The special subject resources built up will be available to any qualified reader in the state for consultation in person.

6. There shall be established in the State Library a Reference Coordinator and Referral Center, for handling of reference inquiries and inter-library loan requests, and for the review and improvement of policies, procedures and other aids to inter-library communication and cooperation in full utilization of special resources in New Jersey.

7. Since personnel is needed as a state-wide resource, state-financed scholarships and trainee positions are to be provided to help recruit and train librarians.

The standards set down here represent minimum essential levels of library service required to meet the total educational needs of New Jersey readers. These are not future goals but minimum levels needed immediately. Many libraries should surpass these standards, even as many schools and colleges should surpass the bare minimum of academic standards, but no library should fall below these minimum levels.

The library standards presented here provide for three levels of service in New Jersey. Every person should have a first level available in his community -- the resident in his neighborhood and the student in his school or college. Every section or region of the State should also have a second level - a larger and more specialized library open to both general readers and students. And a third level should be available in the State for advanced students, specialists and researchers.



Libraries are needed in communities, in schools, and in colleges. The reading demands of children, students and adults are increasing. BOTH THE PUBLIC LIBRARY AND THE SCHOOL LIBRARY ARE SORELY TAXED IN TRYING TO MEET THE DEMANDS UPON THEM, AND NEITHER IS REMOTELY ABLE TO CARRY THE TOTAL LOAD ALONE. At the same time, the several types of libraries should coordinate their efforts, so that together they can meet the increasing demands for reading and study materials. An under-lying standard is therefore that all librarians - in communities, schools, colleges, universities and special libraries - should engage in consultation and active cooperation to provide the best possible joint service.

First Level -- Local Community Libraries

No neighborhood or community, no matter how small, should have less than the following resources, and many municipalities will need library facilities well above these levels. If a locality cannot achieve these standards, in the interests of the needs of its residents it should not maintain a separate library, but should join with one or more neighbors so that together they have the financial means to come up to minimum levels. These first-level or minimum resources should be within a 15-20 minute walk of every home, or at most a 15-minute bus ride, so that children and teen-agers can use the library on their own.

(1) A collection of at least 25,000 well-selected volumes, including 8,000 volumes for children; film resources should be made available through membership in a film circuit.

(2) At least 1,000 new books added per year, plus adequate duplication in areas of high population density.

(3) An up-to-date quick reference collection, including the most frequently consulted periodical indexes and bibliographical guides.

(4) 75 periodical subscriptions, with files of most used periodicals to be kept for a minimum of 10 years.

(5) At least one professional librarian and one clerk for every 5,000 people in the area served.

(6) A full-time professional children's librarian, providing at least 30 hours of direct service per week to children during hours when school is not in session.

(7) Open at least 48 hours per week, including evening and some Saturday hours.

(8) An attractive building providing seats for at least 60 readers and with separate areas for services to children and adults.

(9) Borrowers' privileges for all local residents in an area library serving several communities (see Level 2).

First Level -- Elementary School Libraries (Pre-school--Grade 6)

Every elementary school (whether public, parochial, or independent) needs a centralized library within the school which meets the following standards:

(1) A basic collection of at least 6,000 well-selected volumes for reading and reference, or 12 volumes per pupil where schools exceed 500 enrollment. The collections should also include such audio-visual materials of a general nature as slides, filmstrips, and recordings, and those films needed for frequent use in the school.

(2) A reading room and library workroom within the school building, specifically designed for library service to children.

(3) After establishment of the basic collection, an annual book budget of $4.00-$6.00 per pupil enrolled, with additional funds for encyclopedias, periodicals, pamphlets, and audio-visual materials.

(4) One librarian and one half-time clerk for each 500 students.

(5) Service during each full class day, plus one additional hour per day.

First Level -- Secondary School Libraries (Grades 7-12)

(1) For current educational needs, a basic collection of at least 15,000 well-selected volumes for reading and reference, or 10 volumes per pupil in schools above 1500 in enrollment, plus 120 periodicals and appropriate indexes, with back volumes stored for no less than five years. The collection should also include an adequate supply of such filmstrips, recordings, films and other newer educational materials as are needed for individual viewing and listening and/or frequent use in the classroom. For films, membership in a district or county film library is essential.

(2) A library suite adequate to house the collection of materials and to seat no less than 1/10 of the student body at any time.

(3) After establishment of the basic collection, an annual book budget of $4.00-$6.00 per pupil enrolled, with additional funds for encyclopedias, periodicals, pamphlets, and audio-visual meterials.

(4) One librarian plus one half-time clerk for each 500 students.

(5) Service during each full class day, plus three hours daily longer than the school day, with special additional staff provision as needed.

(6) Photocopy service.

(7) Consultation, on a regular basis, with the nearest public librarian, including notice of major assignments and referral of special student requirements sent by the school librarian to the public library.

First Level -- College Libraries

(1) A collection of 100,000 volumes, or 50 volumes per student, whichever is larger, with additions to meet the needs of special disciplines, plus non-book materials as required.

(2) Adequate provision of multiple copies of all titles to which required library reading assignments are made for class groups, including duplicates of assigned readings which may be taken home by commuting students.

(3) A well-selected reference collection, including the principal indexing or abstracting tools appropriate to each field in which a major is offered.

(4) Current subscriptions to no less than 350 journals appropriate to the reading program of the institution, and complete back files of the last 20 years of the major scholarly journals in each academic discipline in which a major is offered.

(5) A minimum of three professional librarians, but one professional librarian for each 300 students served, supported by non-professional personnel at least equal in number to professional staff, to implement this provision.

(6) Open at least 58 hours, including appropriate evening and week-end hours.

(7) Photocopy service.

Second Level -- Area Library Service

Local libraries meeting minimum standards - in communities, schools and colleges - carry the first demand for library service. However, as the interests of citizens and of students become more advanced and specialized, they must have access to resources of greater scope and depth. In a few instances these already exist - for example, in the central unit of the Newark Public Library standing behind the community branches within that city, and in the central library of Rutgers University standing behind the several college libraries of that institution - but facilities at this second or area level are not available and open to many New Jersey residents.

An area library meeting the following standards should be available within one-half hour by automobile or public transportation to all students and adults with special interests. This might be an existing public or academic library, which is recompensed for opening its resources to an area, or a library specifically built to serve this purpose.

(1) A collection of at least 150,000 volumes providing depth in subject and curricular fields, including business and agriculture as needed; films, recordings and other non-book materials to enough depth to serve area needs.

(2) A well-selected reference collection, including basic fact sources, indexes and bibliographies in subject areas of general interest and in subjects of special interest to the area.

(3) Annual addition of at least 5,000 volumes plus annual refreshment of non-book materials; easy and prompt access in the library to such resources as periodicals (no less than 350 titles with at least 10 years back files), subject collections in some depth, indexes and bibliographies.

(4) A professional education collection of textbooks, instructional materials, and a display collection of standard and current juvenile titles for use by teachers and librarians of the area.

(5) A minimum of eight professional staff members, with specialized knowledge and assignments.

(6) A library building adequate to house the collection and to provide seats for at least 150 readers with multi-purpose rooms for meetings, and the listening and viewing facilities to service readers and collections.

(7) Open 68 hours per week.

(8) Photocopy service.

(9) Free borrowing privileges to persons living in the area.

Third Level -- Specialized and Research Libraries

New Jersey plays a strategic role in research and industrial functions. Library facilities to support these activities have grown up in the State Library, in universities, in research centers, and in industries. These various specialized agencies should be coordinated in the building of collections and the provision of services, so that the State will have a network of advanced libraries equal to the special role it plays. Advanced students, faculty members, industrial research staff and private citizens with highly specialized interests should have the following facilities within one hour by car or bus when the needed service cannot be supplied at a lower level:

(1) Access to a major research collection in each subject field in which any substantial number of New Jersey residents and workers are engaged. Access means the right to consult materials in the library, with borrowing and photocopying privileges as appropriate, the library receiving proper compensation for making its resources available. Relations should be worked out with research libraries in other states adjacent to New Jersey for fields of lesser interest.

(2) A central means to guide the individual worker to the libraries in which specialized material is located.

(3) An accepted procedure among all types of libraries for referring readers to higher levels of service.

(4) Reference service to assist in the location and presentation of information for specialized users.

(5) Professional and non-professional staff adequate to carry on operations and to provide for the development of collections and services.

(6) Open at least 70 hours a week, including all day Saturday.

(7) Duplication facilities making possible the copying of specialized research items where feasible.

NEW JERSEY STATE LIBRARY
LIBRARY DEVELOPMENT BUREAU

RESPONSIBILITIES OF AREA LIBRARIES

Essential Activities

The following services are presently provided by an Area Library:

1. In building use by persons living in the designated service area.

2. Reference and reading guidance to all residents of designated service area.

3. Interlibrary information and reference service (by telephone or mail) to all public libraries in the service area.

4. Single copy photocopy service at cost and with care to observe copyright provisions to all public libraries in the service area.

5. Cooperative lists of holdings, particularly periodical holdings.

6. Information and publicity about the services of the area library for distribution through local libraries, newspapers and other media.

7. Interlibrary loan service to all libraries in the area.

In addition, an Area Library must:

1. Subscribe to at least 350 current periodicals.

2. Add a minimum of 5,000 titles annually.

3. Maintain an area-wide coordinating council of librarians for planning development of cooperative activities among the libraries in the area.

4. Open central building a minimum of sixty hours per week for reference services.

Future Goals

1. Build up and maintain a broad basic subject collection of at least 150,000 volumes, predominately non-fiction, covering topics of current and background interest and supplementing resources in local libraries.

2. Build up resources of books and periodicals to serve special interests of the enlarged service area, such as industrial, agricultural and educational interests.

3. Develop a comprehensive reference collection covering the full range of contemporary interest in the area.

4. Maintain a collection of general and subject indexes and bibliographies for books and periodicals.

5. Make provision for sufficient seats to accommodate readers from the area, at least at the level of 150 seats, in the center building.

MINIMAL SERVICES PROGRAM FOR AREA LIBRARIES

The following is a minimal services program proposed for Area Libraries. All Area Libraries will be required to initiate this program fully beginning with the first year of full funding as is described in the State Aid Law. It is anticipated that the initiation of some of these programs will take place during the period of partial funding.

I. Area-wide Coordinating Council

Each area will formally establish an Area-wide Coordinating Council which will include representatives of public, school, college, and special libraries; and which will meet a minimum of two times a year. The Coordinating Council will have a strong advisory function in planning the Area Library program, particularly in determining the area of consultant specialization, and in developing a coordinated acquisition policy.

II. Consultant Services

In addition to the minimum requirement of eight professional staff members, each Area Library will provide the services of a qualified librarian for the performance of consultative functions. It may be possible and it is probably desirable, for two or more Area Libraries to share the services of the consultants. This sharing of consultants will make it possible to develop a program of emphasizing specialist consultants rather than generalist consultants.

III. Interlibrary Loan

All local libraries will be required to submit interlibrary loan requests to their Area Library. Area Libraries will be requested to follow authorized procedures in servicing all interlibrary loan requests.

IV. Borrowing Privileges

Each Area Library will encourage reciprocal borrowing between and among all of the libraries in the area. In the interim period, the Area Library will explore the possibility of inequities resulting from reciprocal borrowing, and the need, if any, of financial reimbursement to compensate such inequities.

V. Free Telephone Service

All Area Libraries will provide free telephone service to all public libraries in the area for the following: Reference inquiries, inter-library loan requests, etc.

VI. Coordinated Acquisitions Policy

The Area Library and the Area-wide Coordinating Council will identify the weaknesses and strengths of library resources in each area and will then develop a coordinated acquisitions policy which will provide for:

(a) the development of greater scope and depth in subject materials available in the area

(b) greater access to library materials in the area through such bibliographic controls as union lists of periodicals, etc.

(c) sharing of expensive and esoteric materials in the area.

NEW JERSEY STATE LIBRARY

Functions of the Area-Wide Coordinating Council

1. Work with the Area Library as to the initiation of new service to be offered to the local libraries and residents of an area, and the continuation of services presently offered.

2. Work with the Area Library in planning and implementing new services programs.

3. Work with the Area Library in identifying the specialized fields in which consultant services are needed.

4. Work with the Area Library in identifying subject strengths and weaknesses within the area.

5. Work with the Area Library to formulate a coordinated acquisitions policy for the area.

6. Work with the Area Library in publicizing the Area Library concept.

7. To discuss and make recommendations concerning the program of the Area Library which is submitted as a part of the Agreement to the New Jersey State Library for the receipt of Federal and State funds.

CRITERIA FOR EVALUATING

LIBRARY SERVICES TO THE DISADVANTAGED

Proposals will be reviewed on the basis of the following criteria:

1. A description of the project and a statement of its goals and objectives.

2. Clearly outlined evaluative procedures that will measure short-term and long range effectiveness of the project, within the framework of stated goals and objectives.

3. Identification of the area to be served, with the following factors included:

   a. Geography and Population

   b. Breakdown by age, ethnic composition, educational level, economic level.

   c. Total number of persons to be served.

   d. Map of service area.

4. Documentation of Community Involvement in the planning, execution and evaluation of project, and of the involvement of the total library staff.

5. Description of the methods and procedures to be utilized in publicizing and promoting the project.

6. Inclusion of a detailed budget to implement the program.

7. The inclusion of specific plans for the eventual financing of the project out of local funds.

EVALUATION

The State Library will conduct continuous evaluation of projects granted to extend Library Services to the Disadvantaged by:

a. Preliminary discussion concerning any proposed project with such persons as the Library Director, members of the Board of Trustees and community representatives.

b. On-site visits to the project before programs are initiated, during program operation, prior to acting upon any requests for grant renewal.

c. Analyzing written reports or other documents submitted in reference to the project.

d. Other "in depth" study methods which may be planned.

The local library should maintain short and long-term evaluation methods which will:

a. Identify the degree of effectiveness with which project goals and objectives have been and are being met.

b. Assess staff effectiveness in working with the community that is served by the project.

c. Identify the effectiveness of the dissemination of information concerning the project.

d. Determine program factors which should be retained, revised, augmented, eliminated.

e. Identify the impact of the project on the library's total program of service.

f. Assess the impact of the project on total library services with the community.

g. Examine the affects of the library's communication and coordination with other community agencies.

DEFINITIONS

1. Disadvantaged - For the purpose of this grant program the official definition issued by the United States Department of Labor will be used. That definition states: "An individual is described as a poor person if he does not have suitable employment and is a school dropout, a minority member, a member of a family that receives cash welfare payments or whose net income in relation to family size and location does not exceed $1,600 annually for a family of one, to $7,900 annually to a family of 13 or more in non-farm income; or $1,100 for a family of one to $5,500 for a family of 13 or more in farm income.

2. Community Involvement - Is defined as documented evidence of participation in the planning, execution and evaluation of a program of services for the disadvantaged by those persons in the community who will be served by the project.

SUMMARY - PROJECTS FOR EXTENDING SERVICES TO THE DISADVANTAGED

Library	Amount	Brief Project Description	FY Last Funded	Stage of Funding	Expect Renewal Request?
Camden Public Library	21,331	Provides Bookmobile Services to Disadvantaged citizens.	FY 1971	2nd yr.	Yes
Cape May County Library	5,293	Supports library unit in Martin Luther King Recreation Center, Whitesboro, New Jersey.	FY 1970	2nd yr.	No
Carteret Public Library	12,500	Supports "storefront" Library in urban redevelopment area of City.	FY 1971	3rd yr.	No
Dover Public Library	15,000	Provides library outlet in Spanish O.E.O. Center; Assists in preparation and publication of Community Information Newspaper LA VOZ; conducts bilingual classes in the Main Library.	FY 1971	1st yr.	Yes
East Orange Public Library	5,400	Provides in Model City Neighborhoods "Book Wagon" of varied informational services during summer, conducts storyhours, intends to further identify needs and service points for better Library Services to the Disadvantaged.	FY 1971	1st yr.	
Franklin Township Public Library	21,328	Continues Black History Library O.E.O. outlet, support Drug Information Program, Extend services to Child Care Center.	FY 1971	2nd yr.	Yes

SUMMARY - PROJECTS FOR EXTENDING SERVICES TO THE DISADVANTAGED

Library	Amount	Brief Project Description	FY Last Funded	Stage of Funding	Expect Renewal Request?
Glassboro Public Library	10,150	Established Satellite Library in Elsmere Housing Development, offer college training to Program Coordinator.	FY 1971	2nd yr.	Yes
Orange Public Library	10,840	Stimu Lit - Black Heritage Library unit at Friendship House, the local community center.	FY 1970	1st yr.	Yes
* Plainfield Public Library	34,750	Hire Community Coordinator to summarize needs and develop programs, assist two community centers with educational programs directed to Disadvantaged.	Pending	1st Pending	
Salem Public Library	15,005	Offer decentralized services to Housing Developments, Nursing Homes, Child Care Centers, Migrant Camps.	FY 1971	1st yr.	Yes
Woodbridge Public Library	12,145	Supports services to Rahway State Prison.	FY 1971	1st yr.	
* Trenton Public Library	50,000	Provide a variety of services via a mini-bus to residents of Model City Neighborhoods. Establish an Advisory Council for this program. Establish a teen Center in the Model Cities area.	FY 1971	1st yr.	
Atlantic City Public Library	15,338	Supports Library Satellite in local Community Action Agency.	FY 1970	2nd yr.	Yes

Library	Amount	Brief Project Description	FY Last Funded	State of Funding	Expect Renewal Request?
Atlantic County Library	Same as Atlantic City		FY 1970		
* Jersey City Public Library	53,150	Provides "Mini-mobile" sidewalk service, provides outlet for creative talents of Disadvantaged in library branches and centers in process of establishing Spanish info. center.	FY 1971	2nd yr.	Yes
Lakewood Public Library	25,775	Decentralized services in County Community Action Agency and in two housing developments.	FY 1971	1st yr	
Monmouth County Library	45,000	Multi-faceted Program of Decentralized book and film services Via the "story-mobile".	FY 1971	3rd yr.	No
* Newark Public Library	36,000	Add community Coordination staff to Extension Staff to assess needs of Disadvantaged and Develop Program.	FY 1971	1st Pending	
* Newark Public Library	37,500	Initiate "Opportunity Room" in Essex County Youth House, utilizing multi-media approach, to support education program of institution.		1st Pending	

* Federally designated Model Cities

RULES AND REGULATIONS

State Library Aid Act

N.J.S. 18A:74-1 et seq.

May 1, 1968

1. Trustees

A. In order to receive any State Library Aid, on and after January 1, 1972, any municipality which has established and maintains a municipal library, pursuant to Chapter 54 of Title 40 of the Revised Statutes or pursuant to any special act, shall provide for a library board of trustees in the manner and with the duties and powers specified in said Chapter.

B. In order to receive any State Library Aid, on and after January 1, 1972, each library receiving local tax support under R.S. 4:54-35 (Association) shall be governed by a board of trustees incorporated as a non-profit corporation pursuant to Title 15 of the Revised Statutes. A copy of the incorporation papers together with the rules and regulations of the corporation concerning the election or appointment of the trustees shall be filed with the State Librarian.

2. Certification

In order to receive any State Library Aid, on and after January 1, 1972, all libraries serving populations of 10,000 or above shall employ certified librarians in professional positions as required in Chapter 8A of Title 45.

All libraries shall employ personnel with such education or training as may be required by the State Commissioner of Education.

3. Employees, Library Materials, Hours of Service

A. In order to receive full per capita aid pursuant to N.J.S. 18A:74-3, on and after January 1, 1972, all libraries established pursuant to R.S. 40:54 (municipal, joint and association) shall meet the following minimal criteria based on the population in the area from which the library received tax support:

a. Have at least one full time paid employee. In addition, have one full time paid employee or the equivalent thereof in part time paid employees for each initial and succeeding 4,000 population. All of the above are exclusive of janitorial or custodial employees.

b. Own 8,000 volumes or 1 book per capita whichever is greater.

c. Purchase annually a number of volumes equal to 1/10th of the population.

d. Subscribe annually to periodicals in the number indicated below, two thirds of which shall be listed in standard periodical indices, and two thirds of which shall be retained for five years.

Population Served	Number of Periodicals
Under 10,000	50
10,000 - 24,999	75
25,000 - 49,999	100
50,000 and over	150

e. Be open for service at least 5 days per week, which must include some evening and Saturday hours, but not less than the following total hours per week.

Population Served	Hours Open Per Week
Under 10,000	30
10,000 - 24,999	45
25,000 - 49,999	50
50,000 and over	60

Those libraries which are in municipalities providing tax support for a county library may reduce the requirements in b, c, and d, in exact proportion to the number of items provided by the county library on indefinite long loan.

B. In order to receive full per capita aid pursuant to N.J.S. 18A:74-3 on and after January 1, 1972, all libraries established pursuant to R.S. 40:33 (county libraries) shall meet the following minimal criteria based on the population in the area from which the library receives tax support:

Serving less than 50,000 population

a. Have at least 8 full time paid employees or the equivalent in part time paid employees, exclusive of janitorial or custodial employees.

b. Own 50,000 volumes.

c. Purchase annually a number of volumes equal to at least 1/10th of the number of inhabitants served by the county library.

d. Subscribe annually to 100 periodicals two thirds of which shall be listed in standard periodical indices, and at least two thirds of which shall be retained for 5 years.

e. Be open for service at least 5 days per week, which must include some evening and Saturday hours but no less than 45 hours per week.

Serving more than 50,000 population but serving less than 100,000 population

a. Have at least 12 full time paid employees or the equivalent in part time employees exclusive of janitorial or custodial employees.

b. Own 75,000 volumes.

c. Purchase annually a number of volumes equal to 1/10th of the population.

d. Subscribe annually to 150 periodicals two thirds of which shall be listed in standard indices, and at least two thirds of which shall be retained for five years.

e. Be open for service at least 5 days per week, which must include some evening and Saturday hours but no less than 50 hours per week.

Serving over 100,000 population

a. Have at least 16 full time paid employees or equivalent in part time employees exclusive of janitorial or custodial employees.

b. Own 125,000 volumes.

c. Purchase annually a number of volumes equal to at least 1/10th of the population.

d. Subscribe annually to 200 periodicals two thirds of which shall be listed in standard periodical indices, and at least two thrids of which shall be retained for five years.

e. Be open for service at least 5 days per week, which must include some evening and Saturday hours but no less than 60 hours per week.

C. In event that on or after January 1, 1972, any public or county library fails to meet the criteria listed in A or B, the amount of per capita state aid shall be reduced by a percentage in proportion to the number of criteria not yet achieved, each criterion to have the following weights:
a-30%, b-20%, c-30%, d-10%, e-10%, a total of 100%

Any library failing to meet one or more of the above criteria may submit a written request for additional payment up to the full amount, to the State Librarian for his recommendation to the State Commissioner of Education. The request shall include information and justification for the lack of criteria achieved, and shall present a written plan for achieving criteria within a stated period of time. Membership in an approved type of cooperative arrangement may be required.

4. Use of Per Capita Aid

Upon receipt of State Aid checks pursuant to N.J.S. 18A:74-3, municipal and county treasurers shall make these funds immediately available to public library trustees or county library commissioners as the case may be. Decisions on the use and expenditures of per capita State Aid rest with the Board of Trustees of municipal, joint and association libraries, and with the county library commission of the county libraries.

An annual report of library income and expenditures shall be submitted to the State Librarian on or before March 15th. The State Librarian may require a certified audit if he deems necessary.

5. Use of Special Census

An application for the use of a special census for the receipt of aid pursuant to N.J.S. 18A:74-3 shall be submitted in writing to the State Librarian for transmittal to the State Commissioner of Education on or before October 15th of the year preceding that in which the special census would be used as a basis for the payment of per capita aid or area library grants. The application must include the new census figure to be used, and written verification from the United States Bureau of the Census.

6. Library Buildings

Any library planning to use State Aid moneys for new construction, an addition to the present building, or extensive renovation shall submit its building program and preliminary building plans to the State Librarian for review and approval.

7. Revision of Criteria

The State Librarian shall review all State Library Aid Rules and Regulations periodically, and at least every 5 years the Advisory Council of the Divison of the State Library, Archives and History shall recommend appropriate revision to the State Board of Education, to ensure that libraries throughout the State move toward the achievement of national standards and develop appropriate systems of library service.

EXPANDED FILM SERVICES FOR NEW JERSEY

by Harold Goldstein

A Summary

BASIC PLAN

Three or four regional film centers whose major activities will be film acquisitions, distribution and maintenance. (This study deals only with 16mm film collections.) The major supporters of these centers are conceived to be the present two film circuits and other libraries with smaller individual film holdings.

"The total resources of the three (or four) centers should be comparable to the largest film libraries in the country -- i.e., 12,000-15,000 films -- if New Jersey is to be served adequately." Possible locations of the centers -- one serving Essex, Hudson and Union counties (plus parts of Bergen and Passaic), and another serving those counties west, north and south of this area, and a third (and possible fourth) center to serve central and south Jersey.

GOVERNMENT OF CENTERS

A Board composed of the libraries using the centers shall establish operational rules, hire the staff, and be responsible for the selection of films for the centers.

It is suggested that a private non-profit agency be established. Shares could be available for purchase or another participating fee structure might be designed. The purchase of shares would enable "stockholders" to vote for the advisory board as well as on policy matters.

FEES

"The Board will determine the annual costs, fees per transaction which could result in the establishment of a range of fees for libraries according to size. This scale might be built around population served, total annual budget, collection size, etc. Obviously the purpose of a sliding scale would be to permit smaller agencies to take advantage of the service. However, it seems certain that there must be a minimum annual membership fee, in addition to transaction charges, for the company to operate effectively."

THE ROLE OF THE STATE LIBRARY

The State Library should be responsible for some fixed portion of the operating costs of the film centers. "It could assume the cost of supplying the non-professional staff for the centers and the costs of technical equipment by a grant to the Board. It could provide the means for in-service programs of a continuing and frequent nature -- aimed at librarians whose present connection with audio-visual activity is minimal -- by engaging consultants for a series of such meetings."

TRANSITION BETWEEN PRESENT CIRCUIT OPERATIONS AND ANY NEW SYSTEM

"The older of the two circuits has had no state subsidies, such as incentive grants, with which to build resources or maintain a minimum investment. Some portion of the total investment of its members might be returned in the form of fee remissions for a stated period of time as compensation for the deposit of its films into the center collection. The newer circuit might be expected to willingly include its resources since it has had considerable aid since its inception. The total circuit membership should be willing to pay $1,000/ annum each for membership support of the new centers. New members should pay $1,000 for the first year. An annual support fee after the first year should be based on population, local funding and perhaps size of library collection with a differential between large and small libraries. The per film use fee, however, should be uniform for all libraries."

COSTS

$789,500 per center (includes acquisitions of 2,500 titles and staff of one professional, two technicians and one-half clerk, a delivery service, and a special collection of 200 films).

Second and following years' costs are estimated at $178,750 per center.

A FILM PROPOSAL

Endorsed by the Advisory Council to the State Library

BUILDING ON STRENGTH TO ACHIEVE STATE-WIDE FILM SERVICE

It is proposed that four or five areas in the State having film collections, the elements for providing film service and the potential for growth and expansion be designated film centers to serve the State.

It is the intention of this proposal that the entire State be covered by the centers.

Financial support will come initially from LSCA, with continuing support dependent upon the availability of Federal funds.

Necessary to this proposal is the active participation and representation on a committee, council, or board of the agencies designated as film centers.

The committee, council or board will be expected to work out mechanics for sharing resources, for cooperative and coordinated selection of films, and for cooperative use of whatever other facilities seem desirable.

A provision of the proposal is that films purchased through Federal funds be the property of the State to the extent that the State holds title to the films selected and purchased by the film centers.